



## PARKS COMMISSION

Tuesday, June 13, 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.** Commissioner Reid Wiecks called the meeting to order at 5:04 pm.

**Roll Call.** Present: Cindy Powell, Phyllis Head, Ande Furrer, Mike Pietsch, Reid Wiecks. Excused: Gene Kalesti. Others present: Staff Dawn Collins, Jason Dosch, Tish Torweihe, and Trustee Jessica Farr.

#### Approval of Minutes

1. Minutes from May 9, 2023. MOTION (Cindy, Reid) to approve minutes from May 9, 2023. Motion passed 5-0.

**Petty Cash Report.** Mike Pietsch reported donations and expenditures with a new balance of \$346.

**Public Works Supervisor Report.** Supervisor Jason Dosch reported that the CIRSA inspection went well. The playground in Centennial surface will need to be replaced. Glen Park will need more woodchips added. ADA access to the playground needs planning. Discussion took place about the new power and meter installation at the bridge in Centennial Park.

**Town Administrator Report.** Collins handed out the County agreement with the Memorial Committee for the Crawford Memorial, including the care of the area. This may require change in the future. It was reported that Samantha Deeder resigned, and the vacant position will be posted. Discussion took place about the applicant interviewing process. CTF funds were brought up and use of funds was explained.

#### Business Items

2. Reconsider Use of Kiosk Revenue Funds. Discussion took place of supplies needed for parks, trails and Kiosk monies being used. MOTION (Cindy, Ande) to use Kiosk fund for all parks and trails with approval of expenses to be reviewed by Parks Commission. Motion approved 5-0.

3. Review of 6/3 Service Day. Approximately twelve volunteers and due to the rain, Service Day completed approximately 10 AM. Discussion took place about the confusion of another trails service time and keeping these separate, Service Day as one event.

4. Review of Community Garage Sale (6/10). Low attendance was reported. The map was posted on social media and flyers available at the post office.

5. Social/Print Media for Parks Events. Cindy and Ande volunteered to be the social media representatives. Phyllis suggested flyers be very clear and the date and time larger at the top.

6. Update on Eagle Scout Projects. Mike reported that Jordan Bennet completed the installation of two park benches and Mike will present a certificate at his Scouts meeting. Ethan Latedre (Troop 78) at the Academy will be installing an information kiosk, to be completed in the next few weeks.

7. Update on Grant Activity. Cindy led discussion of the Mile High grant details and the deadline is July. Cindy will meet with CJ, give her a site tour and plan for next year's events for the project work. Cindy discussed the importance of covering the GOCO Grant and Master Plan for Centennial Park in the upcoming workshop in preparation for upcoming grant deadlines. Reid will gather the information needed for the bear proof trash cans and dog waste stations for the waste management grant opportunity. The waterline and pickle ball courts will be added to the GOCO grant as additional work supporting the master plan.

8. Update on Trail Progress, Bridge Design, Volunteer Opportunity (Fundraising), Consider Trail Expenses. The trail from Springs Street work was successful with five leaders and over 50 volunteers. The trail is about 2/3 completed. Discussion took place about the south side of the creek, possible vacation of right of way, and neighbors posting signage or adding fences. Mark and Janet Bickford, landowners in Palmer Lake, discussed their property lines and the impact of the trail being so close. They are in support of the trail and asked that the trail be closer to Epworth to allow for a possible vacation of right of way. They described the incident when they purchased the property from the real estate agent in 2021. The details of the vacation were not disclosed by the agent. Collins noted that an official application has not been submitted to the town to consider at this point.

9. Discuss Storage Shed-Maintenance Shed at ER Property (Share with Willans). Reid is in communication with the Willans and received a key for the maintenance building for Parks use. The 4<sup>th</sup> of July committee will store their picnic tables there.

10. Chipping Day (PLFD). Fire Department is planning to have one and a date is being planned. Parks is willing to help the day of the event.

### **Centennial Park**

11. Centennial Park Master Plan Review, including Little League Improvements. Cindy and Reid have been working on the Master Plan and recommend a workday for editing. Little League provided a page write up of improvements to include.

12. Update on Disc Golf Course (Greg F). Greg Feuerhaken submitted a three-year master plan. Discussion of updates on the course ensued. Greg reported that regular mowing takes place and the league is growing as well as random family use. Additional trash cans are needed so the dog waste stations are not filled with trash. Greg will draw up a site plan for Reid including all the holes to be moved to the east side and location of bear trash cans for the Centennial Master Plan. Discussion of additional caution signage should also be added to the course.

Further discussion ensued about installing the fountain. MOTION (Reid, Ande) to install the fountain in the next two weeks. Motion passed 5-0. Jason is considering purchasing the small boat used for the install. Staff will work on the boat and Jason will schedule a day to install the fountain.

### **Glen Park**

13. Clearing Around Trailhead (per Chief Vincent). Dawn stated that the Chief was concerned about the overgrowth in Glen Park. In the past the Angry Squirrel took care of trimming tree limbs. Mowing is needed but due to the rain, it has been an issue. Wood chips will be added to the playground with CTF

funds. MOTION (Reid, Phyllis) to purchase woodchips, tennis court storage box, and squeegee. Motion passed 5-0.

Phyllis had a meeting with Nicolas Daniel with noxious weeds and he provided 100 booklets. He also offered to conduct a presentation.

The workshop will be moved up to June 20<sup>th</sup> and then decide whether a Parks workshop is needed on June 27<sup>th</sup>.

**Public Comment.** None

**Report of Other Meetings.** None

**Next Meeting (6/27 workshop) and Future Items.** The workshop will be on Tue., June 20th.

**Adjourn.** Reid adjourned the meeting at 7:05 pm.

*Minutes by: Tish Torweihe, Admin Specialist*