



## **PARKS COMMISSION**

**Tuesday, November 14, 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.** Commission Chair Reid Wiecks called the meeting to order at 5:01 pm.

**Roll Call.** Present: Garcia Wood, Cindy Powell, Phyllis Head, Kevin Magner, Jennifer Nilson, Mike Pietsch, Reid Wiecks. Others present: Trustee Nick Ehrhardt, Jason Dosch, Dawn Collins.

1. Recognize Parks Volunteer Gene Kalesti. Chair Wiecks presented a certificate of appreciation to Mr. Gene Kalesti and congratulated him on receiving the award from the Rocky Mountain Field Institute as Trail Crew Leader of the Year for 2023.

#### **Approval of Minutes**

2. Minutes from October 10, 2023, Meeting. MOTON (Pietsch, Nilson) to approve the minutes as presented. Motion passed 7-0.

**Petty Cash Report.** Mike reported a new balance of \$279.

**Public Works Supervisor Report.** Jason Dosch reported on the lighting design approved by the railroad to install on the pedestrian bridge over the railroad. The Board tabled the approval to bring multiple quotes back to the Board to consider.

**Town Administrator Report.** Collins referenced the kiosk revenue figures for October and year to date.

The sledding hill sign was displayed.

#### **Business Items**

3. Parks Volunteer Hours Report. It was agreed that additional details highlighting events will be forwarded to Trustee Ehrhardt to share with the Board.
4. Noxious Weeds Workday. Phyllis reviewed plans for the 11/18 workday to remove noxious weeds along Old Carriage Road and South Valley Crescent. Volunteers will meet in the village square about 9 am and complete volunteer waiver forms.
5. Christmas Lights Contest. It was agreed that no registration is necessary and judging of all lights will take place on 12/17. Garcia and Jen will work on categories and award prizes for about \$20 an item, up to about \$100. The contest will be added to social media and shared for town website.
6. Shed Contents Moved to ER. Reid explained the inventory list of storage shed contents split between the shed behind the office and the new storage room at the elephant rock maintenance building. It was agreed that a tool hanger will be purchased to trade to Mr. Richard Willan for the existing storage rack in the maintenance building. MOTION (Reid, Phyllis) to approve purchase of a replacement rack for approximately \$160. Motion passed 7-0.

Mr. Gene Kalesti also requested approval of two McLeod tools for trails. MOTION (Garcia, Jen) to approve purchase of two McLeod by staff. Motion passed 7-0.

Reid requested to take item 8 next.

8. New Bridge and Trail Next Step - Recommendation to Board of Trustees. Discussion took place about updates of the trail and bridge activity. Grant opportunities were reviewed, location and priority of bridges were discussed. Jen offered to revise the grant summary to present to the Board on 12/14. It was agreed that, following the 12/4 review of the design with the Air Force Academy, there will be a workshop on 12/5 to review the bridge designs, and a recommendation will be considered and voted on at the 12/12 meeting to present to the Board on 12/14.

7. Eagle Scout Project. Mike spoke about a possible pergola project to be planned over winter by Troop 9 to be presented to the Commission in spring.

Reid circled back to item 8 to request approval of bridge material cost, an additional \$127.29 to reimburse to Mr. Gene Kalesti. MOTION (Powell, Wood) to approve the reimbursement. Motion passed 7-0.

#### **Centennial Park**

9. Winterfest. It was agreed that the Winterfest activity will continue as the Broomball Tournament. Garcia and Jen will meet to plan for January 20 (back-up date of February 10).

10. Update - APL Pickleball Court Project (Mike). Mike reported that dirt is being added to the foundation.

Reid also reported that he and Nick met to draft a "Master Plan" map as requested by Planning Commission for the Centennial Park plan.

#### **Glen Park**

11. Finalize Court Rules; Access to Nets. Review took place of the rules to be added as a sign. Discussion of access for nets took place. Cindy Powell agreed to be the contact to provide the combination with collection of full name, physical address, and phone number. Cindy will share the information she posts to also share on Town news. Reid suggested a smaller sign for the squeegee and to add an instruction sign to slide the center net back to the fence when done and secure with bungees (supplied). It was agreed to include the office phone number to report any issues. Two signs will be created for each gate and Mike will forward the language to Jason.

**Public Comment.** None.

**Report on Other Meetings.** Reid and Mike reported meeting with Renner about the cracks returning on the courts and noted that the Commission opted for the less expensive fix.

**Next Meeting (11/28 workshop) and Future Items.** Reid stated there will be a workshop on 11/28 to review the budget; workshop on 12/5 to review the bridge design; and next regular meeting on 12/12.

**Adjourn.** Reid adjourned the meeting at 6:48 pm.

*Minutes by: Dawn Collins, Town Clerk*