



## PARKS COMMISSION

Tuesday, January 04, 2022 at 9:00 AM

Tri Lakes Chamber House, 300 Hwy 105, Monument

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### MINUTES

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**Call to Order.** Reid Wiecks called the meeting to order at 9:01 AM.

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

Staff: Jason Dosch, David Snow, Dawn Collins. Others: Phyllis Head.

#### Approval of Minutes

1. Parks Commission Meeting 12/06/21 Minutes. MOTION (Mike, Reid) to approve minutes. Motion passed 3-0.

**Petty Cash Report.** Mike reported expense of \$50 and donation of \$2 for a current balance of \$334.45. It was noted that Lindsey may have expenses from the Holiday Lights contest to reimburse.

#### Public Works Supervisor Report

2. Introduce Parks Personnel. Jason Dosch introduced the staff addition to Public Works, Parks Maintenance, Mr. David Snow. Jason mentioned the outdoor classic hockey game taking place on Palmer Lake. Concern was stated about the open ice areas. Collins noted that Coach Bradley will have the areas monitored and addressed for public safety. The balance beam was successfully installed. All hazardous poles were removed and hauled away from the bridge parking area. Jason will have the gazebo Santa cut out removed and stored – discussion will continue about Parks storage in item 5. The replacement bench and bear proof can were delivered and at the shop until installation. Discussion took place about digging to place a pad for the trash can in the next couple weeks. Dosch also inquired about the cutting of brush around the trailhead entrance and with discussion, will check further with area residents.

#### Town Administrator Report

Collins will confirm CTF amount for 2022 to plan purchasing projects.

#### Business Items

3. Summary of Holiday Lights Contest. A summary was provided in the packet and Reid has follow up comments that will hold until the next meeting with Lindsey present.

4. Review Corrections for CIRSA (Options for Swing, Gazebo Steps). Discussion about the swing took place. Three options were addressed – remove swing, combine with play area, or keep separate adding cushion and curbing – **an approximate minimum** cost of \$1000. Discussion took place about the amount to spend on a single swing. Collins will note the CIRSA response to reflect the options and members are encouraged to physically look at the area to determine final action for the swing at the 1/18 meeting.

Discussion continued about the slide dimensions and was agreed that the exit/landing will be reviewed and staff will communicate in the response to CIRSA. Further discussion of the lake gazebo steps took place. Replacing the

concrete pad and wood steps is a larger job that may require hiring. Discussion was to enlist help and get feedback from Lindsey at the next meeting including estimate. Collins will note the planned repair in the response.

5. Update of Sorting Shed Storage. Reid and Ande briefly inventoried what is needed for Winterfest. Discussion took place about planning a larger or additional shed for all Parks storage. Collins inquired about Parks items that are stored in the back of Town Hall. Reid will connect with Madeline to review.

6. Update on Removing Knap Weed. Phyllis identified areas of knap weed and suggested proper removal of the knap weed and follow up with cutting/removing all other weeds remaining – primarily around the pedestrian bridge and lake. Discussion of a grant opportunity was raised for mitigation. Reid will forward to staff to further review. Cost to purchase and release weevil to mitigate the knap weed was provided.

7. 2022 Calendar of Events. Reid is drafting a list of events and will check against the special events list with Julia to bring back a final draft for 2022 that impact Parks.

8. Discussion of Elephant Rock Town Property. Recommendations from Parks Commission members were gathered and assembled to input for Board consideration. Collins provided an update on the Board activity – scheduling a first retreat discussion in January.

### **Centennial Park**

9. Update on Winterfest Plans. Ande reported planning a few hours on Sat., February 12th from 2 – 4:30 PM. Discussion took place about adding a coffee truck (Sway) as well as whether a special event application is required. Collins spoke to the process of special event applications and the practice of past Town/Parks events. It was agreed to follow a similar process of the special event application without the formality of the application where public property is being utilized. Ande further reported there will be music, sale of attire at \$15/item, potential food trucks and fire barrels (if approved by Fire). Discussion about vendor fees took place. MOTION (Mike, Ande) to cover the cost of the peddler permit to the Town. Motion passed 3-0. Reid suggested that vendors consider a donation to Parks. Ande will send date options to meet with staff and Collins will coordinate with Julia to proceed with a staff review - PD, Fire, PW. Reid suggested that Ande touch base with Trustees Havenar and Farr for past activity and ideas.

10. Updated Centennial Park Master List. Reid stated frankly that the master plan list prioritizing was not helpful. He will re-assemble the list and distribute for new scaling 1-5 to develop a draft plan. Discussion took place on how to formulate the list. Reid will include a key to describe the ranking.

11. Status of Restroom Bulletin Boards. The County placed one bulletin board on the restroom. Collins will reach out to the County and historical society to inquire about material each will post to further determine what Parks will post.

12. AVID 4 Camp. Reid noted the representative (Cassidy) requested to reschedule her visit to the 1/18 meeting.

### **Glen Park**

13. Update of Install of Balance Beam. Installation is complete and well done.

14. Update of Parking Kiosk Payment Process & Draft/Establish Signage. Samples of kiosk signs were briefly reviewed. Discussion took place about the quantity, placement and choice language for signs depending on location. Collins reported that the payment process is being built and installation date is TBD including a light and camera as well as new signs. Ande will bring language samples to the Winterfest review meeting to get PD and other staff feedback.

15. Update of Personal Zipline on Park Property. Collins stated that the revised overlay shows the line on public property and will request the resident remove the line.

16. Update on Cost to Resurface Tennis Courts. Reid reached out the HS vendor, Renner, and a review for an estimate will take place once there is no snow on the courts.

**Public Comment.** None.

**Report of Other Meetings.** None.

**Next Meeting (1/18, 5 PM) and Future Items.** Next meeting is at 5 pm at the PLES Library. Collins suggested that members consider prioritizing projects for this year to be funded.

**Adjourn.** Reid adjourned the meeting at 10:33 AM.

Minutes by: Dawn A. Collins, Town Clerk