

Parks Commission Meeting Minutes: 08/05/2021 – 8:48 AM – Town Hall, Palmer Lake
Member Attendance: Reid W, Mike P, Greg F (left at 10:05 AM), Kirk N
Absent Excused: Ande F
Staff: Dawn C, Tish T
Public: Cindy G, Holly H, Phyllis M

Call to Order at 8:48 AM.

Roll Call – Reid, Mike, Greg and Kirk N. Ande F absent.

Approval of Minutes for July 1, 2021. MOTION (Mike, Greg) MOTION passed.

1. Petty Cash Report by Mike with a previous balance of \$313.33 plus a deposit of \$63.12 and minus \$72.32 for slide materials with a current total balance of \$304.13 reported.

Public Works Supervisor Report. Jason D is out of town and Dawn is reporting in his absence. Road signs are available at the yard - Mike and Reid will review inventory of signs to sell.

Town Administrator Report. A letter of intent for a father and son project was submitted to repair damage on the gazebo from 7/4/21. The town is aware of a large boulder that slid down onto the reservoir trail due to heavy rain. An inventory of signs that are needed in the town is being assessed, for example, “No Fishing” signs. There is a new sign board up at the trail head and not aware of who put it up. Update of the parking kiosk and payment was discussed with addition of a solar light for security. Discussion of best times of day to patrol was discussed; Phyllis M. will help with data collection. Reid has trail head parking lot data to report at the next meeting.

Business Items:

2. Review of Parks Commission Applicants. Currently the town received two applications. Phyllis M (resident) spoke highly of Holly H (applicant) as to Holly’s education and experience working with community parks. The application window will be extended to August 13th at 12 noon. Kirk reported that he will have his resignation letter for the Parks Commission Chair turned into the town by Friday 8/13.
3. Nominate Parks Commission Vice Chair. MOTION (Greg, Reid) to nominate Mike as Vice Chair. MOTION Passed.
4. Review of Meeting Day and Time was discussed for the Parks Commission and members to email their availability to Reid.
5. Noxious Weed Report and educating the residents is a high priority. Phyllis and Holly will review past booklets for Noxious weeds. September 25th will be the next Service Day. It would be a good idea to reach out to organizations such as Boys Scouts, churches, and schools and invite them to participate, including a noxious weeds outreach.
6. Winter Festival Exhibit request from the Denver International Airport. Discussion took place to gather photos from the Historical Society and residents would be a great idea. High quality printing of historical photos would be the best for professional displaying. Dawn will get the word out on the town website.
7. Service Day in the Park is September 25th and Reid will plan Glen Park, Greg and Ande at the Centennial Park and surrounding areas, and Holly will lead the Noxious weed project where needed. Phyllis (resident) mentioned that in the past they would order a dump for the weeds.
8. East End Potential Playground was discussed. Reid walked through the area with Kurt Ehrhardt (owner of the land) discussing the open space concept with a playground area. Kurt is considering homes with the playground, pathways, and green space for the community.
9. Review of Parks Commission Role for Memorial Requests was discussed. Greg did an amazing job with the memorial tree planting. Tish did a great job staying in contact with the family.

Dawn proposed that a Parks Commission member can be assigned to these memorial requests. This will be added to the next meeting.

10. A tour with a Community Bank Representative was conducted by Reid to consider the branch getting more involved with the Service Days and the community.
11. Fireworks Update was presented by Cindy, and she reported it was a great event. There was a shortage of volunteers which caused things to not work as smoothly as hoped for. The plans for 2022 already began. Plans will be reported monthly to the town to help with next year's event. They will use a different security company. There will be a new volunteer coordinator and a new vendor coordinator that will make a big difference in organization. The ball field was discussed about availability for a beer garden. Dawn will be meeting with ATL to follow up on the required fencing.
12. Pet Waste Station at the trail was requested by a resident. At this time there are no dogs allowed on the trail and it is not recommended to install a pet waste station.
13. Unordinary requests, for Parks facility rentals was discussed. If guidelines are clearly posted on the town website, then staff can make the call with these requests as needed.
14. Report of volunteer hours are requested to email them to Ande by category.
Greg left the meeting at 10:05 AM.

Centennial Park:

15. County restroom bulletin board has been installed and looks good. No information from El Paso Country was posted on the board. The keys are in Dawn/staff possession. The Historical Society needs to be contacted for content.
16. South end wildlife preservation area is growing and looks beautiful. Residents reported that children were hanging on two T posts and pulled it out of the ground. Parks will reinstall to help preserve this area. Additional signs will be ordered to help communicate the rules, Conservation Trust funds are available.
17. Disc Golf service day took place. A report will follow at the next meeting. Service Day in the Park will be planned for September 25, from 9AM- 12 PM.

Glen Park:

18. Glen Park workday is coming up and prep has been completed. Reid and Mike worked on the slide and tested it. The slide is stored and secured to a tree to prevent theft.
19. Parking Kiosk Update was discussed earlier in the meeting.
20. Balance beam was ordered at a cheaper cost to the town. The new beam should arrive around November 2021.

Public Comment:

None

Report of Other Meetings:

Kirk N attended Awake the Lake. Fireworks Committee will be under Awake the Lake 502 C umbrella. The No Fishing sign at the dock is missing. Fishing hook boxes are full and can be recycled. Terry Watson (resident) is willing to remove hooks and lines, box them to recycle and parks will pay for postage. Cindy will report on Awake the Lake in the future.

Next Meeting:

August 19 at 8:45 AM

Adjourn:

Reid moved to adjourn at 10:25 AM

Minutes by: Tish Torweihe, Admin Assistant