



## PARKS COMMISSION

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

**Roll Call. Present:** Cindy Powell, Gene Kalesti, Phyllis Head, Ande Furrer, Reid Wiecks, Mike Pietsch.  
**Staff:** Jason Dosch, Dawn Collins. **Others:** Jess Farr

#### Approval of Minutes

1. Minutes from January 10, 2023. MOTION (Cindy P, Gene K) to approve minutes from January 10<sup>th</sup>. Motion passed 6-0.

**Petty Cash Report.** Mike Pietsch reported Disc Golf donations for a new balance of \$415.

**Public Works Supervisor Report.** Jason reported they are still looking for a part time parks employee.

**Town Administrator Report.** Dawn reported the kiosk has brought in \$1730 net.

2. Kiosk update (warranty). Jason reported at the kiosk has been operating smoothly with no issues. High use on the weekends and it will be one year since it was installed. Dawn, the warranty will be renewed for one year and the cost is \$700. Reid reported the kiosk should last for 10 years.

#### Business Items

3. Presentation & Consideration of the Proposed Parkland on Elephant Rock Property (to be Presented to Board of Trustees on 2/23). Reid proposed to table this item and have a Special Meeting (2/21) for three proposals and consideration to the board. Three Parks Commissioners will present their concept limited to 10 minutes. Then rank and vote on them to present to the board.

4. Review and Consideration of Parks and Trails Commission Applicant. Applicant Samantha Deeder is available to attend meetings and willing to work. She has her own business and will bring a professional service to the Commission. She is willing to work and grew up with landscaping and horses. A few concerns were raised by members. MOTION (Gene, Phyllis) to recommend the seventh position to be filled by Samantha Deeder's application to the Board of Trustees. Roll call vote 5-1 in favor to bring it to the board.

5. Distribute Adopted Amended Code Sec 2.20 Parks and Trails Commission. The language expands the duties to trails and was adopted by the Board of Trustees. Copies were handed out to the Parks Commission.

6. Distribute Parks and Trails Commission Rules. Reid discussed that Parks and Trails Commission put the rules in place four years ago. This helps provide guidance to Commission members. Turning in volunteer hours helps to justify parks personnel.

7. Commission Member Protocol. Dawn discussed that typically expenditures are brought before a regular meeting for approval by the commission before funds are spent. Dawn reviewed the difference between a regular meeting, workshop or subcommittee, and the sunshine law. Mike reviewed the petty cash rules for more than \$100. Gene will bring his receipts to the next meeting. This commission is advisory with recommendations to the Board for final approval.

8. Review Point of Contact Responsibilities. Reid asked the commission members to complete this and will move to the next meeting.

9. Review Projects for 2023. Reid reviewed the project list, based on four commissioners completed lists, and asked everyone to review it. This will be moved to the next meeting.

### **Centennial Park**

10. Review Winterfest Plans. Ande reported this event will be a lot of fun and several sponsors have already donated. Discussion regarding an old bouncy house left at Elephant Rock. Dawn will check on this to see if it is possible. Ice will not need to be sprayed and sponsor banners will be displayed. FD will place the burn barrels out.

11. Update on CORE Power Installation at Pedestrian Bridge. Jason reported a meeting with CORE electric and the plan to install the new power. Scrub oak and vegetation were removed to cut expenses. It should be ready in about two weeks. A thank you was expressed to Tim Caves for his efforts. Awake the Lake approved the funding of the 400-amp power and the surveying costs, about \$12,000.

12. Review Centennial Park Plans and GOCO Grant Submittal. Reid reported some delays and suggested it be planned for submittal early August. Dawn suggested reviewing and involving all interested parties of the lake area to collaborate on a plan. Cindy presented a list of grants and asked the committee to review them. MOTION (Reid, Gene) to allow Cindy to continue to work on the grants she presented. Motion passed 6-0. Reid reviewed the landscaping company's bid of \$26,000. Awake the Lake has some changes to expand and add stone/rip rap. Jason will continue to watch for more dirt fill to keep trucking expenses down.

13. Review of Proposed Bridge Lighting Plans. Reid presented the concept to rank the three plans. Jason discussed a conduit and what is needed for Christmas lighting on each end of the bridge. The down facing lights would be for safety right down the middle of the bridge, light fixtures must be permanent. Lights on the bottom may cause issue for snow removal. The ranking of the three proposals was: #3 was the first choice and #2 was the second choice.

Resident Jess Farr asked for an update on the Christmas lights by the gazebo, candy canes and the other side of the Town. Dawn will reach out to the restaurant group. Phyllis asked for the lights not to be stored in the Tuff Shed unless properly contained.

### **Glen Park**

**Public Comment.** None.

**Report of Other Meetings.** None.

**Next Meeting (special meeting on 2/21)**

**Adjourn.** Reid adjourned the meeting at 6:45 pm.

**Minutes by:** Tish Torweihe, Admin Specialist