



PARKS COMMISSION

Thursday, August 05, 2021 at 8:45 AM

Palmer Lake Town Hall – 28 Valley Crescent, Palmer Lake, Colorado

AGENDA

This agenda is subject to revision 24 hours prior to commencement of the meeting.

Call to Order

Roll Call

Approval of Minutes

- [1.](#) July 1 Meeting Minutes

Petty Cash Report

Public Works Supervisor Report

Town Administrator Report

Business Items

2. Review of Parks Commission Applicants
3. Nominate Parks Commission Vice Chair
4. Review Meeting Day / Time
- [5.](#) Noxious Weed Report
- [6.](#) Winter Festival Exhibit Request
7. Service Day in the Park Planning 9/25
8. East End Potential Playground
- [9.](#) Review of Parks Commission Role for Memorial Requests
10. Meeting with Community Bank Representative
11. Fireworks Update - Concerns for 2022
12. Pet Waste Station "Citizen Email"
13. Unordinary Request with Parks Facility Rentals
14. Report of Volunteer Hours

Centennial Park

- 15. County Restroom Bulletin Board
- 16. South End Wildlife Preservation Area
- 17. Update of Disc Golf Service Day

Glen Park

- 18. Glen Park Workday
- 19. Parking Kiosk Update
- 20. Balance Beam Update

Public Comment

This time is reserved for the public to speak to items not on the agenda. Individuals must state name and limit comments to (3) minutes unless extended.

Report of Other Meetings

Next Meeting (8/19) and Future Items

Adjourn

Americans with Disabilities Act

Reasonable accommodations for persons with a disability will be made upon request. Please notify the Town of Palmer Lake (at 719-481-2953) at least 48 hours in advance. The Town of Palmer Lake will make every effort to accommodate the needs of the public.

Notice

Notice is hereby given that more than two members of the Board of Trustees may be present; however, there will be no action taken by the Board of Trustees at this meeting.

Parks Commission Meeting Minutes: 07/01/2021 – 8:48 AM – Town Hall, Palmer Lake

Member Attendance: Reid W, Mike P, Greg F

Staff: Dawn C, Jason D, Tish T

Public: Matt S, Holly H , Kurt E

1. Call to Order at 8:48 AM.
2. Roll Call – Reid, Mike, Greg. Kirk N and Ande F absent.
3. MOTION (Reid, Mike) to approve June 17, 2021 meeting minutes. MOTION passed.
4. Mike reported a previous balance of \$401.33 minus a purchase for a lock and chain (\$99.00). Also, add money brought in by Disc Golf (\$11.00), with a current total balance of \$313.
5. A request to donate a tree planting was discussed for a memorial at the Lake. The sapling tree would need to be drought resistant and a quick growing species. Members are in favor of the memorial. Dawn will be in contact with Kelly to provide memorial guidelines and her requested planting date of July 11th.
6. Jason D (Public Works Supervisor) reported the Kiosk training with PD is scheduled and they hope to have the credit card system in place by late August. Parks staff will be cutting in the Glen in the next couple weeks. Sand was added for the playground.
7. Dawn, Jason, Reid, Mike and El Paso County met to review considering expansion of the parking on the east side of the lake due to the Santa Fe Open Space bringing more visitors. Jason discussed adding more parking along the east bank area with a possible retaining wall. This would create a few more angle parking slots.
8. Matt S (PL Resident) discussed the safety of the unfinished slope on the east side of the bridge. Dawn will meet with Jason to discuss signage and a temporary barrier to safely direct pedestrians.
9. Dawn notified Parks that she will have a standing item on future agendas to address items as needed. This would allow her to leave the meeting if needed. Any questions can be emailed ahead of time to Dawn to address at the upcoming Parks meeting.
10. Greg and Dawn had a meeting with Dion to discuss the Little League baseball field. Dion will forward plans for maintenance and future use of this space to Dawn, and they plan to review a draft of an MOU on July 12th. They would like to expand on the use of the space adding T-ball up to 10-year-old baseball. Reid inquired about outside funding for a new field scoreboard and will follow up with his contact.
11. The application for the open Parks Commission position is posted on the town website. At this time, only one application has been received. The posting will be extended to the end of July followed by an invitation for applicants to attend the August 5th meeting. Reid clarified that the Parks Commission is a very hands-on committee and for applicants to understand the commitment.
12. Discussion of Trustee Stuth's four pillars DRAFT slides were reviewed. Holly H (Resident) stated her concern of potential overuse of town resources and diminishing the integrity of the lake. Reid mentioned that the east side of the lake parking area belongs to El Paso County and fees are not a real option.
13. Discussion took place about poison Hemlock and possible reforming a Noxious Weed Committee since Phyllis has retired. Public safety and educating the public is a concern. Booklets are available at the post office. Private property owners are responsible to remove the poisonous

weeds. Holly reviewed the status of Hemlock, noting that seeds will spread making it more difficult to manage. Service in the Park Day can be a day to train volunteers to help eliminate the weeds. Holly H has worked with Phyllis and has experience in this area. Reid invited Holly to lead the Noxious Weed Committee and she agreed.

14. Centennial Park

- a. Review of the RR fencing at the lake was discussed. It was clarified that the agreement with the RR and town is 500 ft of fencing and is the town's responsibility. RR will send the guidelines to Dawn. These guidelines may eliminate the access road and Disc Golf may need to be revamped per RR guidelines.
- b. Dawn will follow up with El Paso County regarding the installation of the 3x3 bathroom bulletin boards.
- c. Mike and Reid toured the south end of the lake. The cattails are populating well, and it was discussed to extend and preserve an additional wildlife area with 300 ft of fencing due to the muddy shallow area. Not sure who will be contacting Corey Adler for information about plantings for wildlife area?
- d. The lights on the fountain are white. No reports of people climbing on the fountain or known issues. Sand was spread and picnic tables secured in concrete.

15. Glen Park was reviewed, and grass will be cut by staff. It was suggested to begin planning another workday to help with mowing the loop trail later in the year. Staff is working on the balance beam insurance claim.

16. It was noted that volunteers are still needed for the Festival on the Fourth. Winter Festival sweatshirts will be sold for \$20. The safety of the power poles on the north end of the Art's Center was discussed. Jason D is aware of it and will address it. The pedestrian bridge will be closed for the fireworks per Fire Chief McCarthy's request.

17. Service Day for the Disc Golf Course is scheduled for the end of July and August 4th. Reid stated Service Day in the Park will be planned for September 25, from 9AM- 12 PM and Jason will schedule a roll-off.

18. Kurt Ehrhardt (PL Resident) asked the Commission to consider a new playground at the East end of Town, Meadow and Westward Lane on land that he plans to develop. Reid agreed to meet with him at the property for an initial discussion. This will provide residents who live on the south end of Palmer Lake a children's play area. He has artificial turf from D38 football fields available for use and will coordinate with Reid.

19. Other Meetings. Greg, Dawn & Dion anticipate meeting again regarding Little League. Reid, Dawn, Mike, Jason and El Paso County will plan to review drafted concepts for additional parking.

20. Next meeting is August 5, 2021 at 8:45 AM.

21. Adjourned at 10:20 AM.

Minutes by: Tish Torweihe, Admin Assistant

June 2014 to August 2017 - Time period Palmer Lake Noxious Weeds Team engaged in manual Eradication and release of appropriate Biocontrol

Grants from Colorado Department of Agriculture Noxious Weeds Program
2015 \$3,500, 2016 \$2,000 - Town of Palmer Lake provided matching funds

1,308 Volunteer hours benefitted the program, provided by Boy Scout Troop 17, School Dist. 38 Civics Classes, community members and Mile High Youth Corps

46 paid hours donated to the program by Co. Dept. of Ag. and El Paso County Environmental Dept.
Manual eradication assistance and educational assistance

18,500 pounds of noxious weed material removed and disposed of
- 8,500 pounds of Myrtle Spurge and Orange Hawkweed which have less ladder fuel impact
10,000 pounds (5 tons) ladder fuel removed (Biennial Thistles, Knapweed, Teasel, Common Mullein, Poison Hemlock, Downey Brome, Common Burdock)

50 to 75 estimated acres treated most of which was treated repeatedly, due to reseeding and existing seed bank viable for extensive years.

Bio-Control was released for Field Bindweed, Leafy Spurge, Musk Thistle, Diffuse and Spotted Knapweed
Bio-Control is species specific, reducing plant viability and seed production.
Standing dead plants and the second year of biennial growth must be removed in either spring or fall (when biocontrol is not active) for effective reduction of ladder fuel.

Knapweed flower head weevils and root weevils are the most effective Biocontrol used.
The standing dead plants were removed in fall for 2 consecutive years in the Reservoir Trail Head area. Resulting in a 95% reduction of knapweed in this area. Flower Head Weevils have migrated throughout town. Similar treatment of additional areas would be equally advantageous.

To: Cecily Mui Cecily.mui@state.co.us
Noxious Weed Program, Conservation Services Division
305 Interlocken Parkway, Broomfield, CO 80021
www.colorado.gov/ag/weeds

From: Rod Cook Rod.Cook@co.laplata.co.us

Date: Fri, Aug 15, 2014

Subject: Fire mitigation as rational for knapweed control

Just about all of the robust aggressive noxious weeds can contribute to a fire ladder effect, especially in an urban forest interface situation. There you have infrastructure disturbance, which allows noxious weed introductions. Any weed that grows tall then dries out can be a ladder fuel to ignite brush and trees and start a crown fire. The best examples of these are the biennial thistles and biennial common mullein. All of the second year dead adults are just fuel sticking up in the air. Of course the knapweeds can offer substantial ground fuel as well. I heard a story once where Gorse was responsible for burning down a town in Oregon. Hope this helps.

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down a town in Oregon. Hope this helps.

Dawn Collins

Subject: FW: Exhibit opportunity at DIA!

From: Garner, Jennifer - DEN <Jennifer.Garner@flydenver.com>
Sent: Tuesday, June 29, 2021 12:09 PM
To: Dawn Collins <dawn@palmer-lake.org>; Tish Torweihe <tish@palmer-lake.org>
Subject: Exhibit opportunity at DIA!

-----**WARNING: This email originated from outside the Town of Palmer Lake. DO NOT CLICK on any attachments or links from unknown senders or unexpected emails. Always check the sender's display name and email address are correct before you communicate.**-----

Hello!

I'm the curator of exhibits at the Denver International Airport and I'm planning a show that focuses on iconic, statewide (Colorado) winter festivals and I'd love to include Palmer Lake's Winterfest in the lineup! Do you think you'd like to participate? If so, I would need contact information for someone (or more) who could get me event and town info (text copy), photo files, and objects to display.

The exhibit, "Colorado Winter Festivals" is slated for this October through March 2022 or so. The location is on the north bridge on Level 6 that heads towards a small TSA checkpoint – it's official name is Ansbacher Hall. We normally have 30 display cases in the area but recently reduced the number to half due to construction and the need for more space for the steady increase in travelers. My hope is to dedicate an entire display case to each represented festival.

Thank you for your time and help with getting me connected to whomever can be of help! Once I secure all of the participating orgs/cities/towns, I will be able to provide more information.

Best,
Jennifer
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Jennifer Garner | JG
Exhibits Curator & Administrator for DEN Arts
Global Communications, Marketing, Customer Service
Airport Office Building | 9th Floor
8500 Peña Boulevard | Denver, CO 80249-6340
(303) 342-2523 | Cell (303) 709-1457
Visit DEN on social media! [Click here](#)



Erection of a Memorial within and on The Town of Palmer Lake Property

Sponsorship: The Town of Palmer Lake Parks Commission

Purpose: To provide the opportunity for an individual, family, civic group, and/or Town of Palmer Lake government entity to propose a memorial on Town of Palmer Lake property.

The Parks Commission does not want to see Palmer Lake public areas become a cemetery or Memorial garden so the proposed memorial and placement of it must enhance the beauty and function of Palmer Lake property, and the area immediately around the Memorial.

The Memorial may take a variety of forms: I.e. park bench, sculpture, functional piece (bike rack for example), living (tree or garden), naming of a Town property (ball field, trail, disc golf hole, for example).

Considerations:

1. The proposed memorial must be for an individual who has passed away, or has not been active in Town of Palmer Lake affairs for a minimum of five (5) years;
2. Who made a significant contribution to, or impact on the Town of Palmer Lake as determined by the Parks Commission/ Town Council;
3. Explanation of the Memorial's design and its connection to the individual being memorialized;
4. Memorial's proposed placement;
5. Describe or diagram the Memorial's finished size, color, height, and visual impact on surrounding area;
6. What will the attached plaque (if any) say and submit it for appropriateness review;
7. Review long-range maintenance costs and plans for, if any;
8. Timetable for the construction of, or placement of, the memorial. Please be as specific as possible.

Selection Process/Time Frame:

The attached "Erection of a Memorial within and on The Town of Palmer Lake Property" form is submitted to the Parks Committee with attached documentation.

The Parks Commission will do the initial review within the next 30 days, or next Parks Commission meeting.

The Parks Commission as a whole or its sub-committee will do an in-depth evaluation and report back with recommendations.

During this review period the Commission/committee may request further information from the proposing party, or an actual sit-down with them.

The decision of the Parks Commission will be subject to review and final approval by the Town Council at a regularly scheduled Town Council meeting.

Committee: The selection committee will be made up of the Town of Palmer Lake Parks Commission members or a sub-committee of that group so appointed by the Parks Commission members.

Memorial Design: Proposed to the Parks Commission for approval or alteration.

Memorial Site: Proposed to the Parks Commission for approval.

Budget item for the Town of Palmer Lake: none

Cost to the Town of Palmer Lake: none as all Memorial expenses and labor to place on the designated and approved site will be paid by the individual, group or family proposing the Memorial. The Town of Palmer Lake can consider a contribution to the expense should it choose to do so.

Memorial Removal: The Parks Commission and / or The Town Council can propose the removal of a memorial from Town property if it is deemed inappropriate. The removal would have to be approved by a majority vote of the Council following a public discussion as to the reason(s) for the proposed removal.

Once removed the memorial will be returned to the individual, group, or family that erected the memorial.

Revised: 2/14/2021