Parks Commission Minutes: 03/04/2021 – 8:30 AM – Town Hall, Palmer Lake
Member Attendance: Mike P, Reid W, Greg F, Kirk N, Ande F (arrived late)
Others: Cindy G, Bob R, Jason D, Dawn C, Tish T

1. Call to Order at 8:33 AM.
2. Roll Call – Greg, Mike, Kirk, Reid (Ande arrived approximately 8:54 AM).
3. Approve Minutes from 02/04/21 meeting. MOTION (Kirk, Greg) to approve. Motion passed. Agenda was addressed to work through until approximately 10:30a and, if needed, add a second meeting on March 18.
4. Nomination of Chair and Vice Chair were held off until Ande arrived. MOTION (Kirk) to nominate Reid as Commission Chair. Roll call vote – aye (4); nay (0). Motion passed. MOTION (Reid) to nominate Kirk as Vice Chair. Roll call vote – aye (4); nay (0). Motion passed.
5. Petty Cash Report. Mike reported about $153 revenue from Winterfest as well as a few expenses for a current total of $384 in petty cash. Discussion took place about reporting the fireworks total donation and how those funds will be tracked. Reid, Cindy and staff (Dawn and Julia) will meet to lay it out. Approximately $9000 is in fireworks fund. Details will come back to the April meeting.
6. Reid introduced Jacob Unwin to present his Eagle Scout Service project. Jacob is life scout of Troop 9. He reviewed the plan to build out a conservation area at the lake, including the material needed, fundraising, and the support requested. Jacob will approach hardware stores for donations and fundraise for the project. Timeline is to begin immediately and plan the build for mid-March into April, depending on weather. Labor will be assisted by either Troup 9 members and/or Jacob's family. It is anticipated that it will take about two days to complete the project. Jacob, with Mike's assistance, will coordinate the project date with staff for assistance of post hold digger, post driver and possible transportation, if needed. Reid provided Jacob a wildlife contact for proper signage and it was inquired if Conservation Trust funds could be used to assist as the project progresses.
7. Review of Winterfest. Revenue from the sweatshirt sales created about $153. There is a pile left to burn or remove. Dawn will check with Chief McCarthy about burning. The brooms that were purchased broke and will invest in better quality for future use. Reid thanked Tish for assisting with credit card purchases. Cindy offered to draft a checklist to follow in the future. Banners need to be collected from Alicia.
8. Special events were discussed. Dawn asked if there is a preferred place for tents for the runners of the 24 Hour Run event in April. El Paso County would not allow tents on the space between the trail and lake. Kirk suggested on the west side of the lake along with added trash bins for the event weekends. Dawn will communicate with the event coordinator. Discussion took place about park rule of no camping and adding language to exempt with special event approval from the Board. Discussion also took place about bringing special event applications to the Commission prior to staff review.
9. Condition of Lake Level. Discussion took place about the low level of the lake. Reid reported his discussion with the wildlife division to stock the lake. Cindy offered the water report from Awake the Lake of the low level. Discussion of timing of events, how

to address lake events, possible buoy lines separating lake activity were at length. Reid suggested that ideas to divide the lake activity come back to the 3/18 special meeting as well as discussion to possibly close the lake be planned for the April meeting.

10. Reid suggested the Avid4 Summer Camp request be reviewed in April. Dawn will respond to the email request and copy Reid to the message.
11. All other special events impacting the park and lake area will be reviewed on 3/18.
12. Pouring cement. Though it was raised about the gazebo steps support and new swings, numerous items were reviewed that require pouring. Jason D offered a small mixer for use. Reid will draft a list of cement pour needed, including trash bins, picnic tables, potential kiosks, to determine amount of cement. Jason suggested a pallet to share with water department. This item will come back in two weeks for final review.
13. Copies of the kiosk options were distributed. Discussion took place about fees for parking and the ideal options for the trailhead area. Discussion also took place about resident vs. visitor fees to park. Reid suggested that members review the options and prepare to discuss this item on 3/18.

The agenda was generally reviewed for the special meeting. It was moved to adjourn at 10:42 am. A special meeting will be scheduled for Thursday, March 18 at 8:30 AM at Town Hall.

Minutes by Dawn A. Collins, Town Clerk