

Parks, Trails and Recreation Commission Agenda

Thursday, January 13, 2022 at 5:30 p.m.

This meeting is being held electronically with no in-person attendance at City Hall.

To provide oral comments during Audience Participation: Please email Parks and Recreation Coordinator Emily Black **by 4:30 p.m. on January 13th** at eblack@cherryhillsvillage.com with your full name and home address. You will receive an email with the electronic meeting information.

To watch the meeting (no participation):

- 1) City website – [City Council Videos, Agendas, Packets, Minutes](#)
- 2) City YouTube channel – [City of Cherry Hills Village YouTube](#)

1. Call to Order
2. Roll Call of Members
3. Pledge of Allegiance
4. Audience Participation Period (limit 5 minutes per speaker)
5. Consent Agenda
 - a. Approval of Minutes – November 11th, 2021
6. Unfinished Business
7. New Business
 - a. High Line Canal Conservancy Bench Program – Presentation by Harriet LaMair, Executive Director
 - b. Master Plan Survey Results – Presentation by Planning Manager Paul Workman
8. Reports
 - a. Chair
 - b. Commissioners
 - c. Staff
 - i. Trail Renaming
 - ii. Quincy Farm
 - iii. Tree Donation Program
 - iv. Status Update – E-bikes
9. Adjournment

Minutes of the
Parks, Trails & Recreation Commission of the
City of Cherry Hills Village, Colorado
Held on Thursday, November 11, 2021 at 5:30 p.m.

PARKS, TRAILS AND RECREATION COMMISSION REGULAR MEETING

Chair Stephanie Dahl called the meeting to order at 5:31 p.m.

ROLL CALL

Chair Stephanie Dahl, Vice-Chair Tory Leviton, Commissioners Robert Eber, Fred Wolfe, and Chelsea Scott. Also present were Emily Black, Parks and Recreation Coordinator and Pamela Broyles, Administrative Assistant.

Absent: Commissioners Kate Murphy and Aron Grodinsky

PLEDGE OF ALLEGIANCE

The PTRC conducted the Pledge of Allegiance.

AUDIENCE PARTICIPATION

There was no audience participation.

CONSENT AGENDA

Vice-Chair Tory Leviton moved, seconded by Commissioner Fred Wolfe to approve the following items on the Consent Agenda:

- a. Approval of Minutes – October 14, 2021

The motion passed unanimously.

UNFINISHED BUSINESS

- a. Tree Donation Program

Coordinator Black referred to a draft of the Tree Donation Program that was brought before PTRC in August 2021. She said the idea of the Program is to provide an option to donate a tree with a plaque as locations for bench donations are becoming more limited.

Ms. Black outlined some changes to the draft including a requirement that the tree caliper be a minimum of 2” and the tree donation fee was increased by \$200 to cover water and maintenance for a total of \$1,000. Additionally, the Program now specifies that the tree

donation can be in honor of or in memory of a loved one. If approved by PTRC, the next step is to bring the proposal before City Council for their approval.

The Commission asked if a family can choose where the tree is planted.

Coordinator Black responded that families will work with Parks Operations Supervisor Jeff Roberts to choose a location and the species of tree.

The Commission asked about the replacement policy for the tree donation.

Coordinator Black responded that the City will replace the tree if it dies within two years.

Vice-Chair Tory Leviton moved, seconded by Commissioner Chelsea Scott to recommend to City Council approval of the new tree donation program as described in Exhibit B.

The motion passed unanimously.

NEW BUSINESS

a. Next Phase of Trail Renaming – Cherry Trail

Coordinator Black noted that Supervisor Jeff Roberts ordered all of the signs for the Woodie Hollow Trail.

Commissioner Wolfe presented a map showing the Woodie Hollow Park Trail that is now complete. He reported that he has completed the field work on the Cherry Trail that is a connector trail between the Woodie Hollow Park Trail and the Glenmoor Trail that surrounds the Glenmoor Golf Course. He said there will be 5 signs along this trail. He noted that in addition to completing the Woodie Hollow Park Trail his goal by the end of the year is to finish the Glenmoor Trail, Cherry Trail and the Oxford Trail. He hopes to begin working on the Holly Trail, Pheasant Ridge Trail and Buell Lake Trail next year. Mr. Wolfe stated that he requested a trash can be installed at every decision point on every trail.

The Commission discussed the pros and cons of additional trash cans and the additional staff time needed to empty the trash.

Coordinator Black reported that her goal is to finish the Trail Renaming project in 2022 and budget for getting new trail maps in 2023 that reflect the new trails.

Commissioner Eber commented that the Citizens Advisory Task Force met last night and they discussed E-Bikes on trails. He said someone mentioned that Police Officers expressed the difficulty they have in issuing speeding tickets on the High Line Canal because the signage for “No E-Bikes” and the speed limit signs are too small. He said the Commission did not confer with the Police Department as to the size of signs and he

wanted to bring it to the Commission's attention before moving forward on all of the additional signage.

Coordinator Black replied that there are multiple issues with enforcing speeding on trails including enforcement under the Model Traffic Code. She said there are other issues that the Police Department and the City Attorney are considering.

Chair Dahl asked Coordinator Black to talk with the Police Department and ask if there is an actual dimensional requirement for signs to enforce speeding and other markings.

REPORTS

- a. Staff Report
 - i. Quincy Farm Process

Coordinator Black reported that two concepts for Quincy Farm were presented at the November 2nd City Council meeting:

1. City Council's role would change from the originator of ideas for Quincy Farm to a reviewing body.
2. Cherry Hills Land Preserve would begin creating an annual plan for the Farm in terms of what programming they anticipate for the following year and any improvements or changes to the Farm.

Ms. Black reported that staff is in the process of drafting a Memorandum of Understanding (MOU) with the Land Preserve in order to move the process forward. Staff will present a draft of the MOU at the December 8th City Council meeting.

- ii. Relocation of *Crew* Series

Coordinator Black reported that the Cherry Hills Village Art Commission has decided to move the *Crew* series to a City right-of-way and not a park. The Art Commission is considering the area next to the City bus stop near Quincy and University.

Ms. Black explained that the series cannot stay at its current location at the corner of Holly and Quincy as Denver Water owns the property and they are planning a large construction project next year.

- iii. Parks Code Changes

Coordinator Black reported that changes to the Municipal Code that PTRC approved at the October meeting went before Council for first reading on November 2nd. She said based on Council's recommendation the language to require a permit to set up a table in a park or on a trail will remain the same. She explained that Council was concerned that removing the Code language would increase soliciting in parks and on trails. She said the item will go before City Council for second reading on November 16th.

Chair Dahl asked if there is currently a no-solicitation section in the City Code that already prevents people from soliciting.

Coordinator Black confirmed that there is a section in the Code that addresses no soliciting.

iv. Cantitoe Application

Coordinator Black reported that the application for vacation of the City's interest in the bridle trails on 2 and 4 Cantitoe Lane is going before City Council on November 16th for second reading. She confirmed that the meeting is a public hearing and the appropriate notices were sent.

The Commission discussed the history of the Cantitoe vacation application that came before PTRC in April 2021 where PTRC recommended not to vacate.

Commissioner Eber reported that the Planning and Zoning Commission recommended that City Council approve the vacation. He said City Council will decide whether to approve the vacation at the second reading on November 16th.

Ms. Black confirmed that the minutes with PTRC's comments would be included in the packets for City Council. She said Commission members are welcome to attend the City Council meeting to speak as individuals and not as PTRC.

v. High Line Canal – MOU & Stormwater

Coordinator Black reported that City Council approved the Memorandum of Understanding (MOU) regarding the Canal Collaborative. She stated that all jurisdictions along the High Line Canal are in the process of approving the MOU so jurisdictions will be working together.

Ms. Black reported that the City posted a Request for Proposal (RFP) for a consultant to do a detailed study on putting stormwater in the Canal. She said staff will interview three firms on November 16th.

vi. December 9th PTRC Meeting

Coordinator Black confirmed that the December 9th PTRC meeting is cancelled.

vii. Final 2022 Projects and Priorities

Coordinator Black presented the final 2022 Projects and Priorities list approved by PTRC.

viii. E-Bikes – Complaint and Council Study Session Jan. 18th

Coordinator Black reported that she received a phone call complaining specifically about the lack of enforcement of E-Bikes on the High Line Canal. She restated that Cherry Hills Village is now the only jurisdiction along the High Line Canal that prohibits E-Bikes and is the mid-point of the 71 miles of trail. She said this presents many challenges for the Police Department to do enforcement. She informed the Commission that the City Manager has asked the Police Chief to address these difficulties in a study session at the January 18th City Council meeting. Ms. Black noted that the Police Chief will also come to a PTRC meeting in January or February to discuss the difficulties with enforcement.

b. Chair Report

There was nothing to report.

c. Commission Members Report

Commissioner Scott asked how the process works for compiling the information from the Master Plan Survey.

Coordinator Black shared that the results are online at chvillagevision.com. She stated that once the consultant has compiled the results into a report Paul Workman the City Planner will present the report to PTRC.

Commissioner Scott asked how PTRC could present ideas for sustainable practices for the City.

Coordinator Black responded that the Citizens Advisory Task Force will prioritize the survey responses but Planning and Zoning is the entity that makes decisions that move forward to City Council. She stated that PTRC will have opportunities to make suggestions.

Commissioner Eber noted that the Citizens Advisory Task Force met last night. He said they are happy with the response rate of the survey, but they are hoping to get broader participation. He noted that sustainability is something new that has popped up in the Master Plan Survey. He said the Task Force will give a status report to City Council sometime in December.

Commissioner Eber reported that he was asked by the City to participate in a stakeholder interview. He said one of the questions was whether citizens should vote to allow City Council to access part of the Parks Fund and move it to the General Fund. Currently Parks Funds can only be used for park purposes. He wanted to alert the Commission that this is an issue that may come up. He said there are some potential budget issues that could impact activities and open space.

Commissioner Eber recognized Veterans Day and all who have served.

ADJOURNMENT

The meeting adjourned at 6:40 p.m. The next meeting is scheduled for January 13th at 5:30 p.m.

Chair Stephanie Dahl

Emily Black
Parks and Recreation Coordinator

Pamela Broyles
Administrative Assistant

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ITEM: 7A

MEMORANDUM

TO: MEMBERS OF THE PARKS, TRAILS, AND RECREATION COMMISSION

FROM: EMILY BLACK, PARKS AND RECREATION COORDINATOR

SUBJECT: HIGH LINE CANAL – BENCH PROGRAM

DATE: JANUARY 13, 2022

ISSUE

Discussing the new Bench Program for the High Line Canal.

DISCUSSION

Harriet LaMair, Executive Director of the High Line Canal Conservancy, will attend this meeting to present an overview of a new Bench Program along the High Line Canal.

STAFF RECOMMENDATION

This item is informational only; no motion is required from the Commission.

RECOMMENDED MOTION

None

ATTACHMENTS

None

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ITEM: 7B

MEMORANDUM

TO: MEMBERS OF THE PARKS, TRAILS, AND RECREATION COMMISSION

FROM: EMILY BLACK, PARKS AND RECREATION COORDINATOR

SUBJECT: MASTER PLAN SURVEY RESULTS

DATE: JANUARY 13, 2022

ISSUE

Reviewing the results of the community survey for the Cherry Hills Village Master Plan.

DISCUSSION

Planning Manager Paul Workman will present an overview of the survey results for the new Master Plan. Below is a summary of the Master Plan process from the www.chvillagevision.com website:

Project Overview

Cherry Hills Village is in the process of creating an update to the Village's 2008 Master Plan. This effort (Village Vision) will set the foundation for the evolution of the community over the next 20 years, identify the key goals for Cherry Hills Village, and recommend strategies to achieve these goals. Village Vision will address a wide range of topics – including the Vision for Cherry Hills Village, Parks and Open Space, Transportation, Land Use, Infrastructure, and Community Character. We welcome everyone in the community to make their voice heard and help shape the future of Cherry Hills Village!

About the Master Plan Process

What does the Master Plan for a community normally include? What are the goals for the Cherry Hills Village Master Plan? The most recent Master Plan was completed in 2008, and this project will serve as an update to the 2008 plan.

Goals for the Cherry Hills Master Plan

- Establish the overall vision for Cherry Hills Village for the next few decades, and chart the future of the community

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- Draw from broad community input in formulating the Master Plan
- The Master Plan will establish key goals and actions to guide community actions
- The Master Plan will provide the foundation for more detailed studies and plans, for particular topics

Key Issues to be Explored as Part of the Master Plan

- Multi-modal transportation opportunities (for people driving, biking, and walking)
- Strategies to improve the transportation mobility for residents, while reducing cut-through traffic through the Village
- More energy efficient and sustainable policies and standards
- Policies pertaining to an aging population in Cherry Hills Village
- Planning for future land uses in different areas around Cherry Hills Village
- Policies for exterior lighting
- Policies for public safety
- Impact of the High Line Canal on trails, stormwater, and drainage
- Opportunities for City-wide drainage improvements

STAFF RECOMMENDATION

This item is informational only; no motion is required from the Commission.

RECOMMENDED MOTION

None

ATTACHMENTS

Exhibit A: [Results of the first Community Survey](#) (link only, not included in printed packet. Also available at www.chvillagevision.com)