

RECORD OF PROCEEDINGS

Minutes of the
City Council of the City of Cherry Hills Village, Colorado
Held on Tuesday, April 17, 2018 at 6:30 p.m.
At the Joint Public Safety Building

Mayor Laura Christman called the meeting to order at 6:30 p.m.

ROLL CALL

Mayor Laura Christman, Councilors Randy Weil, Earl Hoellen, Al Blum, Mike Gallagher, and Katy Brown were present on roll call. Also present were City Manager Jim Thorsen, City Attorney Linda Michow, Finance Director Karen Proctor, Community Development Director Rachel Granrath, Police Commander Pat Weathers, Public Works Project and Right of Way Manager Ralph Mason, Parks and Recreation Coordinator Emily Black, Accounting Clerk Jessica Sager, and City Clerk Laura Smith.

Absent: Councilor Dan Sheldon

PLEDGE OF ALLEGIANCE

The Council conducted the pledge of allegiance.

AUDIENCE PARTICIPATION PERIOD

Russell Stewart, 10 Sandy Lake Road, explained that Buell Mansion would be conducting a large mill overlay project on their roads with construction beginning in May and involving some single lane road closures. He thanked Manager Mason for his help with cost estimates and consultation.

CONSENT AGENDA

Mayor Pro Tem Hoellen moved, seconded by Councilor Brown to approve the following items on the Consent Agenda:

- a. Approval of Minutes – April 3, 2018

The motion passed unanimously.

ITEMS REMOVED FROM CONSENT AGENDA

None

UNFINISHED BUSINESS

Board, Commission and Committee Member Terms

City Clerk Smith explained that since the previous Council discussion on this issue at the March 20, 2018 meeting, staff had received confirmation from Quincy Farm Committee (QFC) member Dale DeLeo that he would be able to attend future QFC meetings; and staff had received resignation notices from Board of Adjustment and Appeals (BOAA) member George Curtis and Parks, Trails and Recreation Commission (PTRC) members Craig Clark and Sarah Kozlowski. Staff indicated that the City had solicited applications for the QFC in the April issue of the Village Crier and would include a solicitation for applications for the BOAA and PTRC in the May issue. Staff asked for Council direction on reappointment of Mr. DeLeo and for Council members to assist with the process of interviewing and recommending appointments.

Council directed staff to prepare a resolution for reappointment of Mr. DeLeo to a second term. The following Council members volunteered to conduct interviews and make recommendations to fill the vacancies: Mayor Christman and Mayor Pro Tem Hoellen for QFC; Councilor Blum and Councilor Weil BOAA; and Councilor Brown and Councilor Gallagher for PTRC.

NEW BUSINESS

Cherry Hills Village Progress Report of Arapahoe County Multi-Hazard Mitigation Plan

Director Granrath explained that the City was required to submit annual recertification to the Federal Emergency Management Agency in order to maintain the City's Community Rating System (CRS), which was lowered to a Level 7 in 2016. CRS Classes were rated from 9-1 with a Class 1 being the highest level of floodplain management. While there were many benefits to CRS class designations, the most significant was lowered cost flood insurance rates for property owners. As a Class 7 community, property owners of the City were eligible for a 15% National Flood Insurance Program policy premium discount. There were only 12 cities/counties in Colorado with a better rating than Cherry Hills Village. The City adopted the Arapahoe County Multi-Hazard Mitigation Plan via Resolution 43, Series 2015 in October of 2015. The purpose of the Plan was to meet Federal Emergency Management Agency (FEMA) and the Colorado Division of Homeland Security and Emergency Management (DHSEM) requirements and make Arapahoe County and participating local jurisdictions eligible for funding and technical assistance from state and federal hazard mitigation programs. One of the many programs that the City takes advantage of was FEMA's Community Rating System (CRS). As part of the annual CRS recertification process the City was required to give the Council a progress report of the implementation of the jurisdiction's accredited Hazard Mitigation Plan. The City was tasked with two specific action items as outlined in the Arapahoe County Multi-Hazard Mitigation Plan. The City continued to meet these action items and to strive for better regulations in floodplain and hazard mitigation. All of the objectives and action items were actively being met. Additionally, the CRS progress report asked: What are recommendations for new projects or revised recommendations that the City can explore? Staff has listed several possible recommendations for new or revised projects in the staff memo.

Council asked for clarification on the rating levels, recommendations, and notification for elderly and disabled residents in the case of an emergency.

Staff explained that most of the country was at a Level 10, and achievement of each lower rating level required a significant effort. The City was not actively pursuing a lower rating level at this time. Residents received a 5% discount for each level, up to 45% for Level 1. Staff indicated that the fourth recommendation, to identify areas within the building and zoning codes that needed to be updated to curtail unsafe development in hazard prone areas, would be included as part of the Code Modernization project. Staff noted that maintaining up to date contact information for vulnerable residents to be used in case of an emergency was always challenging, but that staff could work on improvements in that area. They added that response time for the City's first responders was likely much better in the City than in larger jurisdictions.

2017 Audited Financial Statements

Director Proctor explained that Section 3.10 of the Charter required that each year the City had an independent audit of the financial affairs of the City performed by a certified public accountant, experienced in municipal accounting. The audit was completed by John Cutler & Associates. John Cutler & Associates' report stated: "In our opinion, the

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financial statements...present fairly, in all material respects, the respective financial position of the government activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Cherry Hills Village, Colorado, as of December 31, 2017." Staff provided a Management Discussion and Analysis at the front of the audit report. The assets of the City exceeded its liabilities at the close of fiscal year 2017 by \$38 million.

Council discussed the City's capital assets including land, buildings, and art; long-term debt including accrued compensation, COPs, and the South Suburban obligation; and how the funding for the High Line Canal underpass at Hampden Avenue and Colorado Boulevard would be categorized. Council directed staff to research any water rights that may have been or should be deeded to the City from South Suburban as part of the City's exclusion, prior to the end of the City's payments to South Suburban in December 2019.

Councilor Brown moved, seconded by Councilor Blum to approve the Audit of the Financial Statements of the City of Cherry Hills Village as of and for the year ended December 31, 2017.

The motion passed unanimously.

GFOA Distinguished Budget Award

Accounting Clerk Sager presented the 2018 budget document that would be submitted to the Government Finance Officers Association (GFOA) for their consideration for the Distinguished Budget Award. She asked Council to let her know of any corrections by next week.

Council thanked Accounting Clerk Sager for her work on the document and noted that it was a very informative resource for the City.

Trail Passport Program

Coordinator Black explained that staff had been working with PTRC to develop a Trail Passport Program. The program was designed to encourage children and adults to explore the trails in Cherry Hills Village. Participants could pick up a passport at City Hall or at a kickoff event in May. Children would win prizes for completing set numbers of trails and visiting trail registers. Adults and kids would be entered into a Grand Prize drawing upon completing 30 trails. The Cherry Hills Land Preserve (CHLP) had generously offered to donate t-shirts to be awarded to those who complete 30 trails. These shirts would likely include the CHLP logo on the front, and a simplified City trail map on the back with the City logo. A page in the passport would include information about the CHLP to thank the organization for this donation. Also the Denver Zoo had donated a Family Four Pack of tickets as the prize for the Most Wildlife Spots added to the City's online map. Staff recommended that Council authorize the City Manager to accept donations of prizes for the Trail Passport Program, including t-shirts from the CHLP, tickets from Denver Zoo, and future donations from related outdoor and nature organizations.

Mayor Pro Tem Hoellen questioned the decision not to hold the City's normal Special Events this year due to construction of the new City Hall.

Councilor Brown expressed concern that the City should not cancel the annual Movie Night for two years in a row, this year for the construction of the new City Hall and next year for the redevelopment of John Meade Park.

Coordinator Black explained that staff believed it would be better not to try to adapt the events to an alternate location and risk holding an event that was not up to City standards this year. She agreed that Movie Night was one of the City's most popular events and indicated that the Parks, Trails and Recreation Commission planned to hold the events next year when the new City Hall was completed, despite the redevelopment of John Meade Park next year. Movie Night could possibly be held at the outdoor space of the new City Hall, but it would be very difficult to hold it at another park due to limited parking, electricity, and restrooms.

Councilor Weil asked about the budget for the Trail Passport Program.

Staff replied that if the program was a success and the City wished to hold it again next year, its cost would be covered by the miscellaneous amount normally included in the Special Events budget, and therefore no additional funds would need to be budgeted in 2019.

Councilor Gallagher asked about the logistics of the program.

Coordinator Black replied that the City's more than 26 miles of off-street trails were included in the program. She indicated that six trail registers were being made by the Parks staff to resemble hollow logs, and would be placed throughout the City's trails on trail marker bollards. The trail registers would contain notebooks that trail users could sign and stickers that users could place in their trail passports.

Councilor Gallagher moved, seconded by Councilor Weil to authorize the City Manager to accept donations of prizes for the Trail Passport Program, including t-shirts from the Cherry Hills Land Preserve, tickets from Denver Zoo, and future donations from related outdoor and nature organizations.

Contract for Services with Colorado Barricade Company for Street Striping

Manager Mason explained that Colorado Barricade had submitted the only bid for the 2018 Street Striping Project, and that the City had received a satisfactory product from this company in past years. The bid was under budget and staff recommended approval of the contract.

Council discussed the frequency of street striping, additional green striping on Mansfield, the small number of companies on the Front Range that had the required equipment for this project, and the streets that would be striped.

Mayor Pro Tem Hoellen noted an error in Section 2 of the contract.

Mayor Pro Tem Hoellen moved, seconded by Councilor Gallagher to approve the Contract for Services with Colorado Barricade Co. in the amount of \$25,640.00 and authorize the expenditure of these funds.

The motion passed unanimously.

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Council Bill 4, Series 2018; Amending the 2018 Budget to Transfer Previously Appropriated Funds for the Design and Construction of a Proposed Single-Lane Roundabout Traffic Improvement at Colorado Boulevard and Quincy Avenue, Authorized by Ordinance No. 2, Series 2018, to the General Fund and the Parks and Recreation Fund, and to Remove the \$750,000 Appropriation from the 2018 Capital Fund budget, Less Any Funds Expended to Date (first reading)

Director Proctor presented Council Bill 4, Series 2018 on first reading. She explained that on March 6th, 2018, Council approved Ordinance 2, Series 2018, which authorized the funding for the preliminary design and potential construction of the single-lane roundabout. At the meeting Council provided direction to hold a public input meeting on the preliminary single-lane roundabout design and other traffic related items before construction would be approved. On April 3rd, 2018, a public input meeting was conducted. Because the public expressed strong opposition to the proposed construction of a single-lane roundabout and to any of the other options to relieve traffic congestion, Council elected not to proceed with the project. City Council voted unanimously to return the \$500,000 to the General Fund balance and the \$250,000 to the Parks and Recreation Fund balance, and to remove the \$750,000 appropriation from the 2018 Capital Fund budget, less any funds expended to date. Council Bill 4, Series 2018 would complete City Council direction. Staff estimated that approximately \$30,000 had been spent on the project and hoped to receive the final invoices for the project before second reading of Council Bill 4, Series 2018.

Councilor Brown moved, seconded by Councilor Blum to approve Council Bill 4, Series 2018; amending the 2018 budget to transfer previously appropriated funds for the design and construction of a proposed single-lane roundabout traffic improvement at Colorado Boulevard and Quincy Avenue, authorized by Ordinance No. 2, Series 2018, to the General Fund and the Parks and Recreation Fund, and to remove the \$750,000 appropriation from the 2018 Capital Fund budget, less any funds expended to date, on first reading.

The following votes were recorded:

Weil	yes
Gallagher	yes
Hoellen	yes
Brown	yes
Blum	yes

Vote on the Council Bill 4-2018: 5 ayes. 0 nays. The motion carried.

REPORTS

Mayor's Report

Mayor Christman reported that a photo of a local osprey would be in the June issue of the Village Crier.

Members of City Council

Councilor Weil reported that he had attended a meeting with City staff regarding the exiting issues for the Cherryridge neighborhood onto University Boulevard. He indicated that they were exploring options and would begin discussions with St. Mary's Academy.

Councilor Gallagher reported that the 95% design drawings for the redevelopment of John Meade Park would be presented to Council at the May 1, 2018 meeting. He noted

that the redevelopment could not be done in conjunction with construction of the new City Hall because the site of the new park pavilion was currently being used by City staff as the temporary City Hall.

Mayor Pro Tem Hoellen had no report.

Councilor Brown reported that the lead position at the FAA for the Denver Metroplex project was currently vacant. She asked about the status of the High Line Canal underpass at Hampden Avenue and Colorado Boulevard.

Mayor Christman replied that the City was ready and was waiting on Denver.

Mayor Pro Tem Hoellen added that the City was prepared to live up to the commitments that it had agreed to throughout the process and that City funds were ready.

Mayor Christman noted that Council and staff were working on multiple levels to move the project forward.

Councilor Brown suggested articles for the Village Crier and Villager Newspaper to notify residents of the status. She also asked when traffic issues such as Colorado, Mansfield, Dahlia, Franklin, and the proposed amendments to the Traffic Calming Policy would return to Council for discussion.

City Manager Thorsen replied that those issues would be discussed at the Council retreat and then action could be taken at a future regular Council meeting.

Council agreed on the importance of holding neighborhood meetings to receive community input on the various traffic issues and possible solutions. They discussed the possible consequences of increasing traffic enforcement on the City's interior streets, noting that most accidents occurred on the state highways. Council noted that although the City's 2017 Traffic Study did not show a speeding problem on Quincy Avenue, the residents' perception was that a speeding problem existed, and therefore either enforcement needed should be increased or the community should be engaged to correct the misperception.

Councilor Blum reported that staff continued to work on the proposed traffic signal at Glenmoor and Belleview Avenue. He noted that another meeting with CDOT was being scheduled, and Councilor Blum and Mayor Christman would meet with the Glenmoor Homeowners Association Board and a representative of Glenmoor Country Club on Sunday.

Members of City Boards and Commissions

QFC Chair Russell Stewart reported that QFC was working on the design of the nature trail and gardens, and had met with the operations manager of 17 Mile House which had similar issues to Quincy Farm.

City Manager & Staff

City Manager Thorsen reported that the Council retreat would be held Saturday from 8:00 a.m. to 2:00 p.m. at Glenmoor Country Club. He indicated that Council would discuss a variety of City issues including traffic and the proposed updates to the Traffic Calming Policy. He indicated that the three E's of traffic were education, enforcement and engineering, and that the City engaged in all three. He noted that the use of motorcycles by the Police Department contributed to higher ticket numbers, and that the Police Department would be training an additional officer to work on the motorcycles.

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He indicated that the number of tickets would decrease if enforcement efforts were redirected to internal City streets. He stated that staff planned to use their speed trailer to collect data on traffic volumes and speeds on Colorado, Mansfield, Dahlia, Quincy and Franklin. He added that staff was planning community meetings for Franklin to discuss the data and possible solutions.

City Attorney

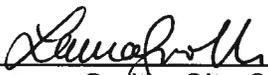
City Attorney Michow reported that the City might have to amend its Ethics Code.

ADJOURNMENT

The meeting adjourned at 7:43 p.m.



Laura Christman, Mayor



Laura Smith, City Clerk