

RECORD OF PROCEEDINGS

Minutes of the
Parks, Trails & Recreation Commission of the
City of City of Cherry Hills Village, Colorado
Held on Thursday, June 13, 2019 at 5:30 p.m.
at the City Center

PARKS, TRAILS AND RECREATION COMMISSION REGULAR MEETING

Chair Robert Eber called the meeting to order at 5:35 p.m.

ROLL CALL

Chair Robert Eber, Vice-Chair Fred Wolfe, Commissioners Peter Sutherland, Kate Murphy, Aron Grodinsky, Stephanie Dahl and Tory Leviton. Also present were Emily Black, Parks and Recreation Coordinator and Pamela Broyles, Administrative Assistant.

PLEDGE OF ALLEGIANCE

The PTRC conducted the Pledge of Allegiance.

INTRODUCTION OF NEW COMMISSIONER

Chair Eber introduced new Commissioner Tory Leviton to the PTRC.

Commissioner Leviton shared that he is a Colorado Native. He attended Northwestern University and received a Bachelor of Arts in Environmental Sciences. He is excited to work with the PTRC to keep Cherry Hills Village a pristine community.

AUDIENCE PARTICIPATION PERIOD

There was no audience participation.

CONSENT AGENDA

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

1. Approval of Minutes – May 9, 2019

The motion passed unanimously.

ITEMS REMOVED FROM CONSENT AGENDA

None

UNFINISHED BUSINESS

None

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NEW BUSINESS

a. Quincy Farm Updates

Parks and Recreation Coordinator Emily Black reported that staff met with Colorado Open Lands, which is the nonprofit organization that oversees the Conservation Easement for Quincy Farm. She explained that it is their responsibility to interpret the easement and to guide City staff on what is and is not allowed at Quincy Farm.

Ms. Black recapped that the City recently sent Colorado Open Lands a Public Access Plan based on City Council's recommendation to open the Farm from sunrise to sunset, 7-days a week, so people could walk on the Nature Trail. Colorado Open Lands response to the proposed Plan is a new interpretation and much more conservative than anticipated.

Ms. Black summarized that the Farm cannot have open access hours unless there is a Nature Center onsite where people can visit. This would require transforming one of the existing buildings into a Nature Center. The Nature Center would be required to be staffed during open hours which could create a significant expense for the City. Ms. Black said the only alternative is to allow access through scheduled structured programs. She noted that this only pertains to the west side of the Farm as the east side has a separate set of rules that will be less restrictive. She described the west side as the area where the gardens were installed, irrigation was installed and where the Nature Trail is located. Ms. Black confirmed that Colorado Open Lands will issue a formal written letter on this decision.

The Commission asked why there was a shift in Colorado Open Land's interpretation of the Easement and what this means for the future of Quincy Farm.

Ms. Black responded that Colorado Open Lands has a new board that has a narrow interpretation of the Easement. She said the Easement does state "Limited Public Access" that up to this point was interpreted as establishing set hours and physically limiting people to stay on the trail. She said the response letter from Colorado Open Lands, when the City was granted permission to establish a Nature Trail, was that the City met the limited access requirement by constructing a trail that limits people to stay on the trail.

Ms. Black said the Quincy Farm Committee and City Council will discuss this decision at their next scheduled meetings. Staff will look for direction from Council and the Quincy Farm Committee on how to proceed with managing the Farm.

Ms. Black expressed concern with the grants the City has been awarded for Quincy Farm that require the City to have some level of public access. This decision may also impact the grant for the irrigation that is currently being installed.

The Commission expressed their disappointment with the restrictions on the Farm.

Ms. Black gave an update on what is currently happening at the Farm. She said the irrigation project started on June 3rd with a proposed completion date of 4 weeks. The Historic Structure Assessment of the main house is currently on hold. The Quincy Farm Committee plans to hire a consultant to help with completion of the Master Plan. The final timeline for the Master Plan is April 2020. The Plan will come before PTRC for final approval.

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Ms. Black shared that the City received good news on the dam investigation at Quincy Farm. She said the dam is considered non-jurisdictional, which means it will not require monitoring by the State every year and the City can leave the vegetation at the pond. She said a possible future project would be to construct a spillway as a safeguard.

Commissioner Leviton asked if there is a plan to construct a Nature Center and to work within the realm of what Colorado Open Lands is requiring.

Ms. Black responded that one of the proposals in the Master Plan is to turn the garage into a Nature Center.

b. Election of Chair and Vice-Chair

Ms. Black explained the process for electing a new Chair and Vice-Chair for the Commission. She summarized that the Rules of Procedure for PTRC dictate that the Commission will elect a Chair and Vice-Chair every year at this time. She said staff's interpretation of the Rules of Procedure on term limits is that the rules would be retroactive, which means that Chair Eber has served two years and the Commission needs to elect a new Chair. She added that City Manager Jim Thorsen confirmed staff's interpretation, but affirmed that if the Commission decides the rules are not retroactive it is within the Commission's right to reelect Chair Eber.

Chair Eber expressed that he would be honored to continue as Chair if the Commission agrees that the rules are not retro-active.

Commissioner Sutherland commented that with the recent turnover on the Commission and the issues the Commission is currently involved in, he believes Chair Eber has the experience and knowledge to oversee some of these issues. He expressed his opinion that the rules should not be retro-active, and that Chair Eber should continue as Chair.

Commissioner Dahl asked for clarification on the changes to term limits in the Rules of Procedure.

Ms. Black explained that the Rules of Procedure were first adopted by City Council in 2006. As part of an effort to streamline all City Boards and Commissions rules, the Commission brought the proposed updates to City Council in July of 2018 and that is when the new language was clarified and approved. The language for other Boards and Commissions clearly states a term limit of 24 months and the rules for PTRC were updated to match the language of other Commissions. She confirmed that PTRC did not have specific language in the rules about term limits and whether they were retroactive.

Commissioner Dahl remarked that unless otherwise specified, rules are generally not retroactive.

After discussion, it was determined by the Commission that the changes to the Rules of Procedure will not be retro-active and therefore the Commission can nominate Robert Eber to be Chair of the Commission

Vice Chair Wolfe moved, seconded by Commissioner Kate Murphy to re-elect Rob Eber as Chair of the Parks, Trails and Recreation Commission.

The motion passed unanimously.

Commissioner Kate Murphy moved, seconded by Commissioner Peter Sutherland to re-elect Fred Wolfe as Vice-Chair of the Parks, Trails and Recreation Commission.

The motion passed unanimously.

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REPORTS

a. PTRC Chair Report

Chair Eber welcomed new Commissioner Tory Leviton and said his music and arts background will be a wonderful addition to the Commission. He mentioned that Commission members have taken on roles, based on their interests, and he encouraged Commissioner Leviton to get involved.

Commissioner Leviton expressed interest in arts and performances in the Park. He also has a background and interest in conservation to include water quality and air quality.

Chair Eber noted that the Arts Commission has a fundraiser scheduled for July 17th and Commission members are invited to attend. Chair Polumbus also invited the Commission to attend Art Commission meetings to work together on the placement of art in Parks and open spaces.

Chair Eber encouraged Commission members to attend programs that the Cherry Hills Land Preserve is hosting this summer to encourage people to use City Parks and Trails.

b. Commission Members Report

There was nothing to report on this subject.

c. Staff Report

(i) July 11th Meeting Availability

Ms. Black reported that the Code Modernization update has been rescheduled for the July 11th PTRC meeting. She confirmed that the Commission will have a quorum for the meeting.

(ii) John Meade Park

Ms. Black announced that the City held a public bid opening for the John Meade Park construction project. She noted that the estimate to complete the project a few years ago was \$2.4 million. The low bid for the construction project was \$3 million due to the increase in construction costs. She said staff met with the low bidder to discuss ways to bring the price down. The conclusion was that cutting corners would not generate a significant reduction in cost.

Ms. Black reminded the Commission that the City has submitted a grant application for the project through Arapahoe County for \$500,000. The results on whether the City will be awarded the grant will be announced on August 1st. She said staff will be presenting a couple options to City Council at their July 16th meeting and she encouraged Commission members to attend the meeting to advocate for the Park. She announced that the City will also receive \$100,000 from Urban Drainage to help with the earth work since it will improve the floodplain.

(iii) City Hall Plantings and Irrigation

This subject will be discussed at the July meeting when Parks Operation Supervisor Jeff Roberts is present.

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(iv) Trail Signing Project

Vice-Chair Wolfe reported that he spent time with Parks Operation Supervisor Jeff Roberts evaluating the entire Village Trail. They looked at every sign location to determine if signposts need to be rotated or replaced. There will be approximately 40 signs.

Vice-Chair Wolfe created a phasing plan for the project. He explained that Phase I would be to install the name plates on the top of the posts that say Village Trail. Phase II would be to install the directional sign plates on certain signs. He noted that the completion dates for the project were determined by him.

Commissioner Grodinsky suggested that Phase I and Phase II could be combined.

The Commission agreed to combine Phase I and Phase II so the signs are completed at the same time.

Commissioner Murphy volunteered to help install the signs if the City does not have the staff to meet the proposed deadline.

Chair Wolfe identified Phase III as installing 8 signs for the Woodie Hollow Park spur on the west side. Phase IV is installing 8 signs for the Holly Trail on the east side. Phase V is a trail on the northwest side of the Village that would create the Oxford Trail Loop. He stressed the importance of keeping the momentum going on this project. His goal is to complete the project by October 1st.

Ms. Black thanked Vice-Chair Wolfe for his time and commitment to the Trail Signing Project. She confirmed that staff is in the process of ordering the signs. She noted that Mr. Roberts is currently working on a part-time basis as he is dealing with some family health issues. She expressed that Mr. Roberts would like to continue to be the point person on this project and asked the Commission to be flexible as he is taking care of his family.

Vice-Chair Wolfe brought up a pocket park located on Jackson Street just off Covington. He said the Commission discussed putting a bridge over the High Line Canal at the end of Mansfield, but instead he thinks the Commission should consider adding a bridge next to this small Park that will create a trail loop for the people of Covington.

Chair Eber noted that the Commission discussed adding a bridge at this location several years ago, but decided not to pursue a trail connection at that time.

Ms. Black suggested this trail loop is something the Commission could consider as a priority for next year.

Chair Eber asked Commission members to familiarize themselves with this pocket park location prior to the next meeting so there can be further discussion. He said his concern is the cost to add a bridge.

The Commission agreed to discuss the proposed trail loop at the August meeting as the agenda for the July meeting is full.

Vice-Chair Wolfe thanked staff for solving the trash can problem at Cherry Hills Park.

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(v) High Line Canal Working Group Task Team

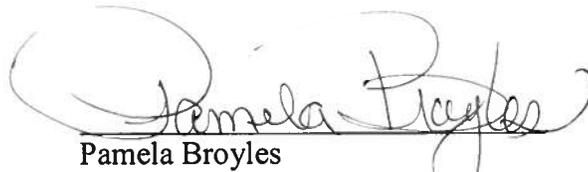
Ms. Black noted that she emailed the long-range Framework Plan from the High Line Canal Conservancy to the Commission. She said she has asked Harriet LaMair to speak at the August PTRC meeting to present the Framework Plan that includes the signage plan on the High Line Canal.

ADJOURNMENT

The meeting adjourned at 6:47 p.m. The next PTRC meeting is scheduled for July 11th at 5:30 p.m.


Robert Eber, Chairman


Emily Black
Parks and Recreation Coordinator


Pamela Broyles
Administrative Assistant