

## Cherry Hills Village Officials



### **CITY COUNCIL**

*Meets 1st & 3rd Tues - 6:30pm*

Mike Wozniak:	Mayor
Mark Griffin	District 1
Russell Stewart:	Mayor Pro Tem
	District 2
Alex Brown	District 3
Scott Roswell:	District 4
Klasina VanderWerf:	District 5
Harriet LaMair:	District 6

### **PLANNING & ZONING COMMISSION**

*Meets 2nd & 4th Tues - 6:30pm*

Ira Plotkin - Chair  
Laura Christman - Vice Chair  
Ann Kerr  
Jacque McIntyre  
Joe Poche  
Jim Rubin  
Peter Savoie

### **BOARD OF ADJUSTMENT & APPEALS**

*Meets 1st Thursday - 6:30pm*

Earl Hoellen - Chair  
Suzy Love - Vice Chair  
David Heller  
Don Johnson  
Jamie Seitz  
Marc Griffin - Council Liaison

### **PARKS TRAILS & RECREATION COMMISSION**

*Meets 2nd Thursday - 6:30pm*

Jane Soderberg - Chair  
Ann Gallagher - Vice Chair  
Karen Barsch  
Katy Brown  
Bill Callison  
Jim Fairbairn  
Jeffrey Ferrell  
Klasina VanderWerf - Council  
Liaison

# Cherry Hills Village Annual Report 2009

## MAYOR'S REPORT

**BY MIKE WOZNAK**

I am pleased to report on the state of Cherry Hills Village for 2009. Our governmental activities for the City are divided into functions and departments: Public Safety/Police Department; Public Works; General Government; Judicial; Data Processing; Community Development/Zoning Issues; and Parks, Recreation and Open Space. Here are a few highlights:

- Our audited financial statements reflect that the assets of Cherry Hills Village exceeded our liabilities at the close of fiscal year 2009 by \$22,000,000. Of this amount \$12,000,000 (unrestricted net assets) may be used to meet the City's on going obligations to our citizens and creditors.
  - At the close of fiscal year 2009, the City's governmental funds include combined ending fund balances of \$12.9 million which represents an increase of \$379,079 over 2008. Approximately 93% is available for utilization as part of our unreserved fund balance. At the end of fiscal year 2009, the fund balance for the general fund was \$11.9 million.
  - Our general fund actual revenues exceeded our budgeted revenue by \$231,288 for fiscal year 2009 and our actual expenditures were \$210,431 less than our budgeted expenditures.
  - Our "business type" activities decreased the City's total assets by \$372,274 from 2008 primarily due to costs associated with repair and maintenance of sewer lines.
  - We are proud that during this recessionary period we have maintained an excellent fiscal position for our City both through reductions in our budget funds and prudent reduction in services. Finally, we reduced our long term debt from \$8,774,147 to \$7,676,837 during fiscal year 2009.
  - The City currently employs 46 full time and 2 part time employees under my supervision. Our employees are organized in 4 basic departments: Community Development; Police Department; Public Works; and Parks, Trails & Recreation.
  - With respect to the Community Development Department, our building permits decreased from 789 to 639 permits issued, and our fees collected reduced from \$899,034 to \$503,503 for a 44% reduction in building permit fees from the prior fiscal year.
  - Rob Zuccaro was appointed Community Development Department Director in December 2009. The Community Development Department worked closely with the City Residential Development Standards Committee which was comprised of CHV citizens. This team provided a thoughtful and thorough report to Council recommending changes to our zoning and building ordinances aimed at addressing concerns about the scale, character and impact of recent residential development. Council will be examining these recommendations during 2010.
  - The focus of the Police Department remains on crime prevention, customer service and improving technical capability.
  - Since 2005, crime reports in the Village are down from 555 in 2005 to 220 in 2009!
  - Traffic accidents in the Village are down from 311 in 2005 to 227 in 2009.
  - Traffic citations in this same period have basically remained constant with 3,424 citations issued in 2005 and 3,519 citations issued in 2009. Unfortunately, out of our total arrests of 513 during fiscal year 2009, 65% were DUI related.
- (Finish reading the 2009 Mayor's Report on page 6 of this insert).*

## 2009 CAPITAL PROGRAM

The City's Capital expenditures for 2009 totaled \$1,270,004. The following is a breakdown of these expenses.

**Public Works** operations accounted for 82% of 2009's capital expenditures.

- Approximately \$600,000 was spent on street improvement.
- Approximately \$270,000 was spent on new equipment.
- Approximately \$155,000 was spent to improve neighborhood curbs and gutters.

**The Police Department** spent approximately \$168,000 on equipment and vehicles which accounted for only 15% of total capital expenditures.

**The Administrative Department** spent approximately \$68,000 for Village Center conceptual planning.

## BUDGETED POSITIONS FOR 2010

The 2010 Budget funds forty-six full-time positions and seven part-time/seasonal positions. The staff is allocated as follows:

- The Police Department has budgeted for 22 sworn personnel: 16 officers, four sergeants, one lieutenant, and the Chief. In addition, there are five non-sworn personnel paid from this Police budget.
- The Public Works Department employs six full-time positions. In addition to the Director, there are the Street Superintendent and four equipment operators. Seasonally, Public Works hires up to two maintenance workers.
- The Community Development Department has two full-time employees.
- The Parks and Recreation Department has six full-time employees. Seasonally, the Parks Department hires up to three parks workers.
- There are five full-time positions and two part-time positions dedicated to administrative functions.

# GENERAL FUND

## BALANCE SHEET Audited - December 31, 2009

### ASSETS

<u>Assets</u>	
Cash & Investments	\$10,112,705
Receivables:	
Taxes	-
Other	4,441,859
Property & Equipmt	17,073,510

### TOTAL ASSETS

\$31,628,074

### LIABILITIES & EQUITY

<u>Liabilities</u>	
Accounts Payable	\$ 104,262
Escrow Accounts	13,837
Deferred Revenue	-
Other	2,582,031
Invests Fixed Assets	17,073,510

<u>Equity</u>	
Fund Balance:	11,854,434

### TOTAL LIABILITIES & EQUITY

\$ 31,628,074

# GENERAL FUND

## STATEMENT OF REVENUE AND EXPENDITURES Audited for Year Ended December 31, 2009

	<u>2009</u>	<u>%</u>	<u>2010 Budget</u>	<u>%</u>
<b>Revenue</b>				
Property Taxes	\$ 2,571,692	38%	2,578,121	44%
Other Taxes	2,200,992	32%	1,537,391	26%
Licenses/Permits	765,984	11%	688,115	12%
Intergovernmental Sources				
Charges for Services	374,754	5%	396,944	7%
Interest and Other Revenue	629,657	9%	568,200	10%
<b>Total Revenue</b>	<u>6,820,264</u>	<u>100%</u>	<u>5,834,771</u>	<u>100%</u>
<b>Expenditure by Department</b>				
Administration	1,348,157	22%	1,351,442	21%
Municipal Court	82,353	1%	80,140	1%
Community Dev	330,410	5%	347,697	5%
Public Safety	2,409,804	39%	2,622,518	41%
Public Works	749,235	12%	783,740	12%
Capital	1,270,004	21%	1,179,701	19%
<b>Total Operating Expenditures</b>	<u>6,189,963</u>	<u>100%</u>	<u>6,365,238</u>	<u>100%</u>
Management Contingency/Transfers Out	150,000		10,000	
<b>Total Expenditures</b>	<u>6,339,963</u>		<u>6,375,238</u>	

# 2009 POLICE DEPARTMENT ANNUAL REPORT

The Police Department was involved in several noteworthy events during 2009. Our focus remained on crime prevention, customer service and improving technical competencies within the department.

Statistical summaries (see below) are revealing. Crime reports and alarm service calls have dropped dramatically over the past five years. Traffic accidents have also declined during the same time period. At the same time, we have improved our efforts at “pro-active” policing. Property checks, arrests (most particularly DUI arrests), traffic citations, and traffic warnings have increased steadily. This past year was our first full year with a photo red light system and we have experienced a 50% reduction in traffic accidents at the intersection where the system is installed. There were 3,147 traffic citations generated by the photo red light system.

The City Council adopted a Coyote Management Plan, which has been effective in helping us deal with the issues and concerns surrounding wildlife in an urban setting. Our plan has been used as a model by the Colorado Department of Wildlife.

Mobile computers were installed in all our marked police vehicles. This was a major step forward for us in expanding our information technology and improving officers’ capabilities and effectiveness. Digital cameras were installed in one police vehicle as a “pilot” project and it quickly proved its value to the department. Additional cameras will be installed in the remaining marked police vehicles in 2010.

Radio reception and transmission within City Hall was greatly improved after a bi-directional antenna was installed within the building. This project was funded by a Federal grant (\$25,000). A speed monitoring trailer was purchased through State grant monies (\$7,500). We also obtained a State grant to fund DUI enforcement activities during selected holidays (\$15,000).

We successfully investigated and obtained convictions on suspects in several very significant criminal cases. The first case involved a day time residential burglary involving a career criminal who rammed a police vehicle as he attempted to flee the crime scene. The second case involved an attempted murder at a local church during a wedding reception. The suspect attacked and stabbed his estranged wife. We assisted the Sunnyvale (California) police in identifying and arresting an adult female teacher who had sexually assaulted a juvenile female in California.

In November we responded to a gas line break by an Xcel work crew near the Kent-Denver school. This was a dangerous situation and the incident lasted over 24 hours before the gas line was sealed and replaced.

In June we assisted the Cherry Hills Country Club with the Palmer Cup Golf Tournament. Throughout the summer months we provided officers to assist the Greenwood Village Police Department with their music concerts and other special events.

John Bayman resigned his position as a police sergeant and assumed new duties as a Code Enforcement officer. Patrick Weathers was designated the Senior Sergeant and Jake Campbell was promoted to sergeant following a very competitive selection process. Dave Lynes assumed duties as a police detective.

During the year we hired three police officers: Heidi Berg, Nick Steele, and Amanda Ramirez. The department achieved full staffing and expanded its training program through the use of POST training monies.

## POLICE STATISTICS

	2005	2006	2007	2008	2009
Traffic Accidents	311	288	246	214	227
Traffic Citations	3424	2996	3501	3533	3519
Traffic Warnings	1769	1658	2217	2508	2966
Parking Tickets	70	81	65	123	87
Crime Reports	555	382	303	212	220
Alarm Calls	837	636	532	494	496
Citizen Assists	300	188	86	80	149
Assist to Other Agencies	259	265	207	165	160
Property Checks	12,659	10,463	11,321	13,876	15,594
Crime Prevention Notices	1055	703	1118	2174	1494
Field Interview Cards	174	165	204	137	133
Assault	13	4	5	6	2
Harrassment	15	14	6	8	11
Burglary	51	39	33	28	15
Criminal Mischief	50	35	28	24	20
Theft	83	61	54	31	27
Motor Vehicle Theft	17	14	3	3	0
Theft from Motor Vehicle	60	50	19	20	32
Trespass	7	1	7	7	5
Fraud	20	28	23	12	15
Arrests (Includes DUIs)	246	250	349	404	513
DUI Arrests	100	147	263	252	271
Crime Reports	555	382	303	212	220

# 2009 YEAR END REPORT PUBLIC WORKS

## **STREETS DIVISION:**

The Public Works Department has 51.27 miles of road to maintain, of which 5.1 miles are gravel. The department's policy is to grade the gravel roads a minimum of four times a year, as weather permits. Gravel roads are treated with magnesium chloride to reduce dust and to stabilize the material. Over the past several years, the City has added recycled asphalt to all of the gravel roads to help improve the surface and dust issues. Paved streets are chip sealed to extend pavement life and are repaired and repaved as needed. Chipseal is the most cost effective way to get a new wear surface on each road and seal out water at the same time. Within the next few years all of the City's paved streets will have a chipseal on them.

In 2009, the City placed 704 tons of gravel, 1453 tons of asphalt and 40 cubic yards of concrete to help maintain and repair streets. In addition to maintenance, contractors placed 50 tons of crack seal material, 964 cubic yards of concrete, 7,635 tons of asphalt and 112,000 square yards of chip-seal material.

Snow removal is the primary responsibility of the department during the winter. In 2009, the department placed 168 tons of 6% salt/sand for ice and snow control. Additionally, the City applied 6,375 gallons of liquid deicer to help offset the need for sand. The liquid deicing operation helps reduce particulate emissions (Brown Cloud) from street sanding operations in the Denver area. About 1,333 man-hours were used to clear streets and trails of snow and ice to help keep traffic and pedestrians moving safely. All this required 7,931 miles of travel by the plow vehicles.

The crew logged 2,534 miles (561 hours) of sweeping while removing 515 tons of material from the streets and gutters.

During the annual Spring Cleanup week the City collected 663 gallons of paint, 16 tons of trash and debris; as well as 4650 pounds of electronics. The door-to-door hazardous waste program was also successful by collecting over 1500 pounds of hazardous material directly from homes within the Village.

The City owns and operates about 36,000 linear feet of sanitary sewer lines, serving 151 homes within the Village, and has begun phase III of the process of rehabilitating and repairing these lines. This project is estimated to take 4 years and cost an estimated \$1,000,000. It is funded by a user fee to the homes serviced.

## **PARKS TRAILS & RECREATION DEPARTMENT**

The Parks, Trails & Recreation Department spent the majority of 2009 performing mowing and trimming operations in the parks, trails, open spaces and rights-of-ways throughout the City. 2009 was a productive year, and the Parks staff worked hard to complete the general maintenance responsibilities as well as park projects.

One of the projects that staff completed in 2009 was the installation of new irrigation, a decorative rock wall, and plantings at the entry feature on Holly Street and Belleview Avenue. Another project completed was the Woodie Hollow horse arena restoration project. This project included removal of the old arena and the installation of a new horse arena.

In 2009, parks staff started the removal of many Russian Olive trees that are on or around City property. The crew removed nearly 60 trees and will expect the same results going into 2010. Additionally, parks staff has been hard at work replacing numerous sections of split rail fence throughout the City. Last, the Parks crew is working on a continuous effort to make improvements to many of the irrigation systems that are within the City's parks.

### **Movie Night:**

On August 22, 2009 the City held its second annual Movie Night at John Meade Park. For the nearly 100 people that attended, they were able to enjoy popcorn, ice cream and drinks while watching the movie "Hook". With two successful years under the City's belt, the tradition will continue in 2010.

### **Holiday Tree Lighting:**

On December 4, 2009, the City held its second annual Holiday Tree Lighting Ceremony. With nearly 100 people in attendance, residents were able to enjoy music, dancing, warm fires, hot cocoa and chili. The event finished with the lighting of the tree and Santa arriving to greet the children. Staff is looking forward to planning the event in 2010 for a third consecutive year.

Residents are invited to contact the Public Works Department with any maintenance concerns they may have about Village streets, parks, trails or public spaces.

# COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department consists of three divisions: the Building Division, Planning Division, and Engineering Division. Overall, development activity in the Village was down in 2009 when compared to previous years. The Building Division processed 639 building permits in 2009, which is a decrease of 19% from the 2008 total of 789 permits. Building Division revenues were \$503,503 in 2009, down 43% from \$899,034 in 2008. The Village continues to contract with Colorado Code Consulting, LLC to provide services, including building plan reviews and building inspections. The Village also continues to contract with the Denver Regional Council of Governments to provide inspection services for elevators and escalators.

<b>Building Division Permit Applications Issued:</b>	2008	2009
<b>TOTAL APPLICATIONS</b>	<b>789</b>	<b>639</b>
New Single Family Residences	18	10
Additions, Remodels, and Alterations	120	106
Accessory Structures and Recreational Uses	59	50
Miscellaneous Permits	592	469
<b>TOTAL BUILDING PERMIT FEES COLLECTED</b>	<b>\$899,034</b>	<b>\$503,503</b>

In addition to reviewing building permits for compliance with the Village's zoning regulations, the Planning Division is responsible for processing development applications and ordinance amendments to the zoning, subdivision and building regulations. The Planning Division processed 16 development applications and ordinance amendments in 2009. The Planning Division also worked closely with the City's Residential Development Standards Committee (RDSC). The RDSC provided a report to the City Council recommending changes to the Village's zoning and building ordinances that are aimed at addressing concerns about the scale, character and impact of recent residential development in the Village. The Planning Division will work with the City Council in 2010 exploring possible ordinance amendments to follow-up on the RDSC report. The RDSC report may be downloaded from the Village website [www.cherryhillsvillage.com/rdsc.aspx](http://www.cherryhillsvillage.com/rdsc.aspx).

<b>Planning Division Development Applications Received/Ordinance Amendments:</b>	2008	2009
<b>TOTAL APPLICATIONS</b>	<b>21</b>	<b>16</b>
Conditional Use/Wireless Comm. Applications	1	2
Expanded Use Applications	0	1
Floodplain Development Permit Applications	6	1
Major Event Permit	0	0
Zoning/Building Ordinance Amendments	7	5
Subdivision/Subdivision Amendment Applications	2	3
Rezoning Applications	1	0
Variance Applications	4	4
Appeal Applications	0	0
Special Exceptions	0	0

City Engineering services are provided by Icon Engineering, Inc. The City Engineer assists the Planning and Building Divisions on building permit and development reviews, primarily reviewing stormwater, drainage and flood plane issues. The City Engineer also assists the City's public works department on various projects. With the close of 2009, Icon completed their first year serving as the City Engineer.

The 2009 adopted Budget for the Community Development Department was \$326,313. There are two full-time Village staff members responsible for the day-to-day operation of the Department. They are Rob Zuccaro, Community Development Director (303-783-2749/[rzuccaro@cherryhillsvillage.com](mailto:rzuccaro@cherryhillsvillage.com)) and Laurel L. Landsman, Community Development Clerk (303-783-2721/[llandsman@cherryhillsvillage.com](mailto:llandsman@cherryhillsvillage.com)).

## **Administrative Staff**

*Village Center Hours*

*8am - 4:30 pm, Monday - Friday*

### **Interim City Manager**

*John Patterson*

### **Municipal Judge**

*James Turre*

### **City Attorney**

*Ken Fellman*

### **City Prosecutor**

*Suzanne Rogers*

### **Police Chief**

*John Patterson*

### **Director of Finance & Admin**

*Karen Proctor*

### **Director of Public Works**

*Jay Goldie*

### **Planning Manager**

*Rob Zuccaro*

### **City Clerk**

*Laura Smith*

### **Parks Trails & Open Space Administrator**

*Ryan Berninzoni*

## **City Administrative Team**

### **Municipal Court Clerk**

*Jessica Sager*

### **Police Clerk**

*Sarah Henderson*

### **Community Development Clerk**

*Laurel Landsman*

### **Public Works/Parks Clerk**

*Pamela Broyles*

### **Human Resource Analyst**

*Kerri Losier*

## **City Consultants**

*City Engineering Projects*

*ICON Engineering*

*Building Inspection & Code Review*

*Colorado Code Consultants*

*Vehicle Maintenance*

*City of Englewood*

*Animal Control Emergency*

*Cherrellyn Animal Hospital*

*Auditor*

*John Cutler & Associates*

## **Associated Agencies**

*Arapahoe Regional Library District*

*Cherry Creek School District*

*South Metro Fire District*

*Urban Drainage & Flood Control*

## **MAYOR'S REPORT** *(from page one)*

- We have begun the installation of mobile computers in our police vehicles which significantly improves our officer's effectiveness and efficiencies; we have also installed digital camera systems in selected police vehicles.

- Our photo red light system installation at Belleview and University has reduced traffic accidents by 50% at that intersection since its installation. Our Police Department also obtained a \$50,000 grant to fund equipment purchases in DUI enforcement efforts.

- The Police Department handled a number of political and dignitary visits as well as the Palmer Cup Golf Tournament at CHCC in June with minimal impact to our citizens.

- We added a second code enforcement officer during 2009 and also promoted Lt. Jody Sansing to Deputy Chief in December.

- With respect to Public Works Department, our service exceeded all of our neighboring cities with respect to our exceptional snow removal operations under Jay Goldie's leadership.

- We spent approximately \$600,000 on street improvements during fiscal year 2009 as well as \$155,000 on concrete work to improve curbs and gutters. Our Spring Cleanup Week collected over 600 gallons of paint, 16 tons of trash and 4,500 lbs of electronic items.

- We are in the midst of rehabilitating and repairing sanitary sewer lines throughout the City, a project that will take another 3 years to complete.

- With respect to our Parks, Trails & Recreation Department, we have updated and streamlined our mowing and trimming operations, added a new irrigation system at Holly and Belleview as well as rock walls, plantings and entry features.

- We completed the Woodie Hollow Horse Arena restoration project as well as removed over 60 Russian Olive trees from City property. The PT&R successfully organized a movie night with over 100 attendees and the holiday tree lighting event was well attended and enjoyed by all.

- We continue to partner with our metropolitan neighbors to reduce costs, share services, and increase efficiency.

- We changed City Auditors during fiscal year 2009.

- We retained Norris Design to aid in the public outreach for the evaluation of the City Center facilities and options with respect to our City buildings and campus on Meade Lane.

- We have greatly improved cell service and begun installation of "cell sleeves" on existing telephone poles. This project will be completed in 2010.

- I wish to personally thank Police Chief John Patterson for being willing to step up as our Interim City Manager; I wish also to thank our Municipal Judge, James Turre, City Attorney Ken Fellman, City Prosecutor Suzanne Rogers, Director of Finance and Administration Karen Proctor, Director of Public Works Jay Goldie, our Planning Director Rob Zuccaro, our City Clerk Laura Smith, and our Parks, Trails and Open Space Administrator Ryan Berninzoni for their stellar services. Furthermore, I want to recognize Sarah Henderson for her work with the Police Department, Pam Broyles and Kerri Losier for their service to Public Works and Human Resources, and Jessica Sager and Laurel Landsman for their service to Municipal Court and Community Development.

Finally, I want to thank the members of the Planning and Zoning Commission, the Board of Adjustment and Appeals, the Parks, Trails & Recreation Commission, and the Residential Development Standards Committee for their dedication, service and commitment to our City. The hard work of these citizen volunteers keeps our City a great place to live.

*Mayor Mike Wozniak*

## **Mission Statement**

*It is the Mission of the City of Cherry Hills Village, its Council and Staff, to preserve and enhance the pastoral environment, the low density residential zoning, and the high quality of services and public facilities that exist in the Village.*