



City of Cherry Hills Village

MAYOR'S REPORT



Dear Villagers,

I am pleased to present you with our 2013 Annual Report for Cherry Hills Village, “**The Number One Best Suburb of America to Live In.**”

What was it that made The Wall Street Journal call us the #1 Best Suburb of America? Clearly you were a big part of that, because you are engaged members of your Village, your Region and your State. And our physical

location at the foot of the Rocky Mountains—in the very heart of a dynamic and vibrant metropolitan area (with all the amenities it provides being close by), with enviable open space to live, recreate and work in—help to make us #1. But without question one of the primary reasons we earned that accolade is our dedicated, hardworking staff of loyal employees! We are blessed to have one of the greatest staffs in the entire country. Many of them measure their service not in years, but in decades. And that means quality service to you, our residents.

The quality of that service is reflected in this Report. A specific charge given to your Mayor by our Charter is to prepare and submit a complete report on the finances and administrative activities of the City for the preceding year. This is that report. And a good report it is. Assets exceeded liabilities by \$32 million. Over \$14 million of these assets are unrestricted. General Fund and Capital Fund revenues increased 8% from last year. Building permit fees collected increased by 11% year-over-year. Public Works continued to maintain our 50+ miles of street, 26 miles of bridle trails and 50+ acres of open space and park land, while overseeing our annual special events, including collaborating with the Cherry Hills Land Preserve to make the annual Barn Tour a huge success.

Our Police Department, enjoying excellent cooperative partnerships with the communities in the Denver Region, saw crime reports down by 26% year-over-year, while increasing community contacts (which translates to opportunities for service to our residents).

The accomplishments of 2013 are found in these pages...and they point to a great 2014! Your city staff and your **VOLUNTEER** elected and appointed officials, who are your uncompensated neighbors, spend countless hours improving the quality of life in our Village. Read how in this Annual Report. For more information, visit www.cherryhillsvillage.com, find us on Facebook and be sure to watch KCHV-TV (channel 22 on Comcast)!

Sincerely,

Doug Tisdale,
Your Mayor



Photo Caption: Councilmembers Alex Brown & Katy Brown, Governor John Hickenlooper, Mayor Doug Tisdale, Councilmember Klasina VanderWerf.

City Staff

The city staff is organized into several different departments. Those departments are: City Manager's office, Community Development Department, Department of Finance & Administration, Police Department and the Public Works and Parks Department. There are currently 48 full time employees.

City Manager—John Patterson

- Human Resource Analyst - Kathryn Barlow

Deputy City Manager & Public Works Director—Jay Goldie

- Parks, Trails & Recreation Administrator— Ryan Berninzoni
- Public Works Project & Right of Way Manager—Ralph Mason
- Public Works and Parks Administrative Assistant—Pamela Broyles

Finance & Administration Director—Karen Proctor

- City Clerk—Laura Smith
- Municipal Court Clerk—Jessica Sager

Community Development Director—Rob Zuccaro

- Special Projects Coordinator—Emily Kropf
- Community Development Clerk—Cesarina Dancy

Chief of Police—Michelle Tovrea

- Commander—Patrick Weathers
- Police Clerk—Sarah Henderson

The Village Center is open 8:00 a.m. to 4:30 p.m. Monday through Friday and is located at: 2450 East Quincy Avenue. The Joint Public Safety Facility is open 8:00 a.m. to 4:30 p.m. Monday through Friday and is located at: 2460 East Quincy Avenue. The City website is www.cherryhillsvillage.com.

City of Cherry Hills Village

City Council

Mayor: Doug Tisdale
District 1: Mark Griffin
District 2: Russell Stewart (Mayor Pro-Tem)
District 3: Alex Brown
District 4: Scott Roswell
District 5: Klasina VanderWerf
District 6: Katy Brown

Cherry Hills Village City Council meetings are held the first and third Tuesday of every month at 6:30 p.m.

Planning & Zoning Commission

Laura Christman (Chair)
Peter Savoie (Vice Chair)
Jim Rubin
Steve Szymanski
David Wyman
Al Blum

The Planning & Zoning Commission meetings are held the second and fourth Tuesday of every month at 6:30 p.m.

Board of Adjustment & Appeals

Earl Hoellen
Susan Struna
Kerry Sullivan
Jennifer Allen
Bill Rapson
Mark Griffin (City Council Liaison)

The Board of Adjustment & Appeals meetings are held the first Thursday of every month at 6:30 p.m.

Parks, Trails & Recreation Commission

Bill Lucas (Chair)
Joshua DiCarlo
Colleen Dougherty
Robert Eber
Mike Gallagher
Nina Itin
Rob Ganger

Katy Brown (City Council Liaison)

The Parks, Trails & Recreation Commission meetings are held the second Thursday of every month at 6:30 p.m.

Public Art Commission

Ann Polumbus (Chair)
Teresa Harbaugh
Douglas Smooke
Gay Warren

Klasina VanderWerf (City Council Liaison)

The Public Art Commission meetings are held on the last Monday of the month at 8:30 a.m. at the Village Center.

Quincy Farm Visioning Committee

Jeff Welborn
Karen Barsch
Laura Christman
Harriet LaMair
Debbie Welles
Charles Maguire
Klasina VanderWerf
Katy Brown

The Quincy Farm Visioning Committee meetings are held as needed at the Village Center.

Utility Line Undergrounding Study Committee

Earl Hoellen
Andy Love
John Love
David Wyman
Daniel Lynch
Paul Stewart
Susan Maguire
Jim Tarpey

Alex Brown and Russell Stewart (City Council Liaisons)

The Utility Line Underground Study Committee meetings are held on the first and third Thursday of the month at 9:00 a.m.

Financials

The City of Cherry Hills Village, like many other communities, has faced reductions in revenues as a negative impact of the prevailing economic conditions. The continued challenge for Cherry Hills Village has been to provide desired City services at the maximum level possible while maintaining fiscally responsible practices.

The City of Cherry Hills Village has been able to achieve this goal through continued monitoring of revenue and expenditures along with direction and support from City Council throughout the year.

2013 Fiscal Highlights Include:

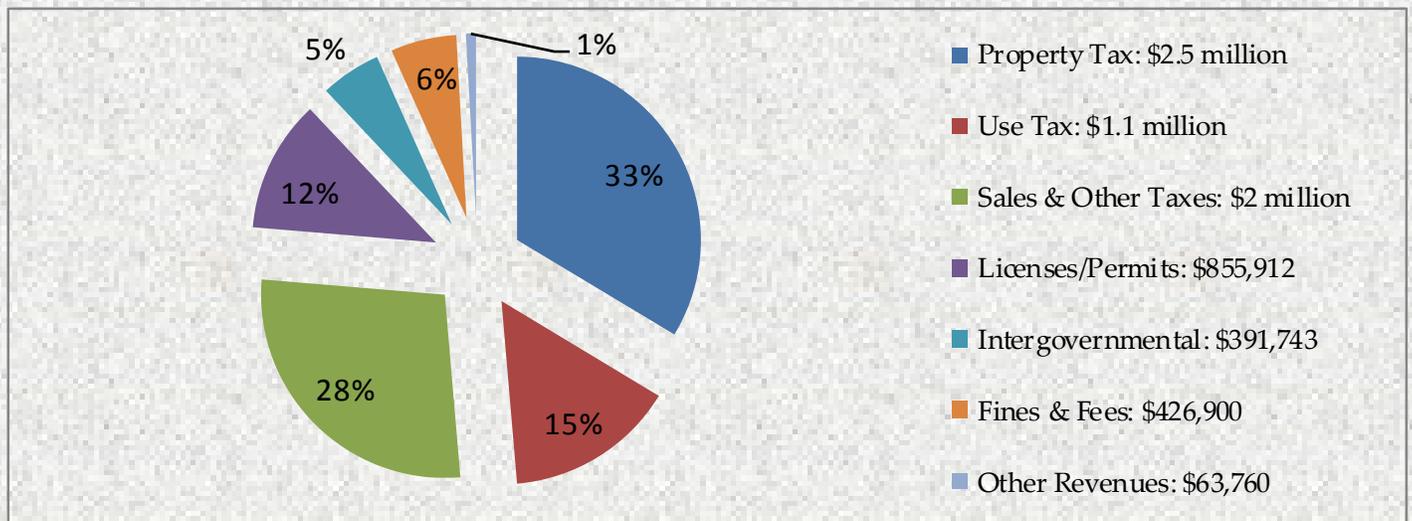
- Assets of the City exceeded its liabilities by \$32.0 million
- \$14.3 million of these assets are unrestricted and can be used to meet the City's obligations to the citizens
- At the end of the fiscal year 2013, fund balance for the general fund was \$6.5 million and the capital fund balance was \$6.0 million
- General fund actual revenue exceeded budgeted revenue by \$833,817 for the fiscal year 2013 and actual expenditures were \$458,490 less than budgeted expenditures

In 2011, City Council established a new Capital Fund to be used for items costing over \$5,000 that have a useful life greater than one year. As the City entered a period of decreasing revenues it became important for the Council to prioritize the use of the City's financial resources. The 2014 budget was developed by first assigning revenues to support City operating costs ahead of more discretionary expenditures such as capital improvements. Expenditures in 2014 for all funds are budgeted at a 5% increase from 2013. This increase is mainly due to salary and benefit increases.

The 2013 audited financial statements are on the City's website, www.cherryhillsvillage.com.

General Fund and Capital Fund Revenues

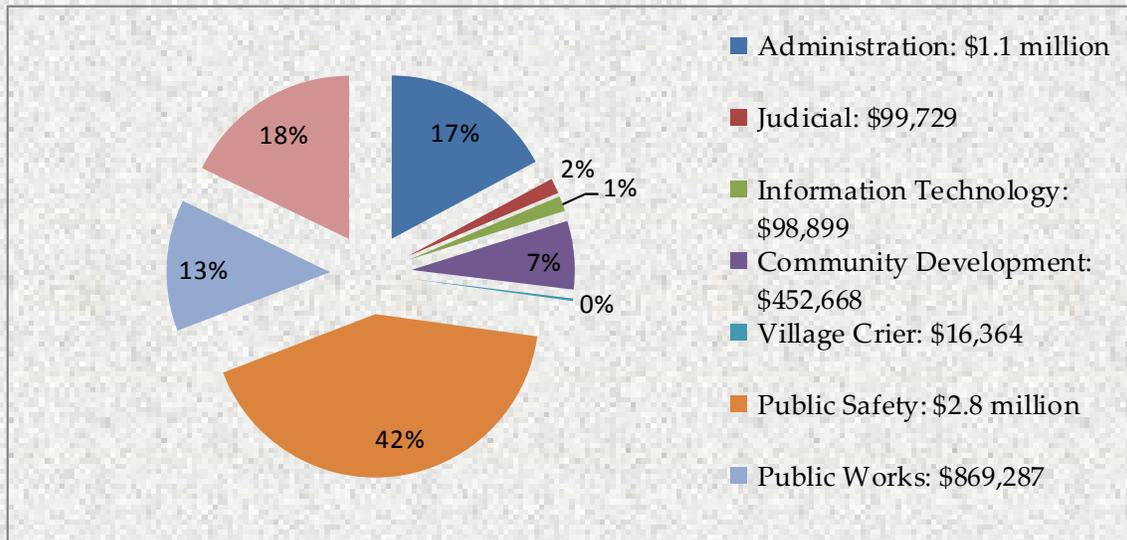
The General Fund is the primary operating fund of the City. In 2013 total General Fund revenue, combined with the Capital Fund revenues, was \$7,338,315, an increase of 8% from 2012. The major revenue source for the General Fund is property tax, which saw a 1% increase from 2012 to 2013.



Financials continued

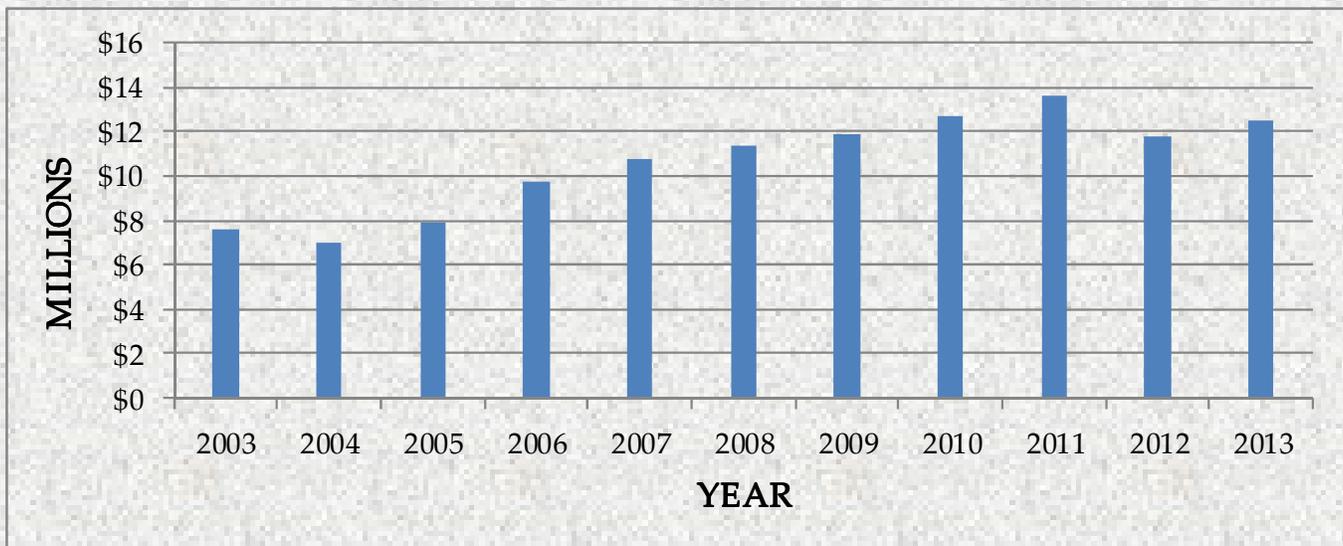
General Fund and Capital Expenditures

Total General Fund and Capital expenditures in 2013 were \$6,679,611, a decrease of 30% from 2012. This decrease is due to the reduction in Capital Expenditures as a result of the completion of the new Joint Public Safety Facility.



General Fund-Fund Balance

A healthy fund balance is important to the fiscal strength of the City. It is the City's policy to maintain an unreserved fund balance for the General Fund equivalent to a minimum of six months of the current year's expenditures less capital outlay and transfers out budgeted for the fund. The 2013 ending fund balance for the General Fund and Capital Fund was \$12.5 million.



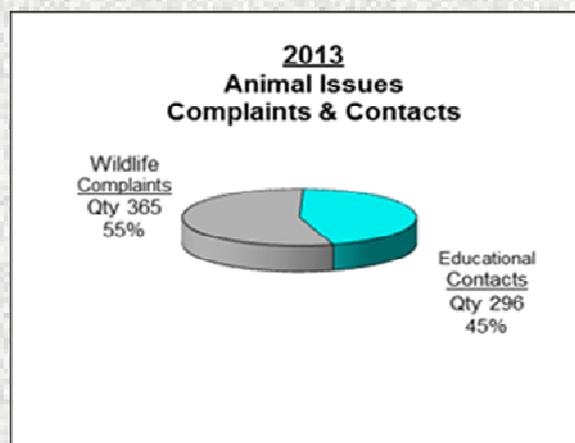
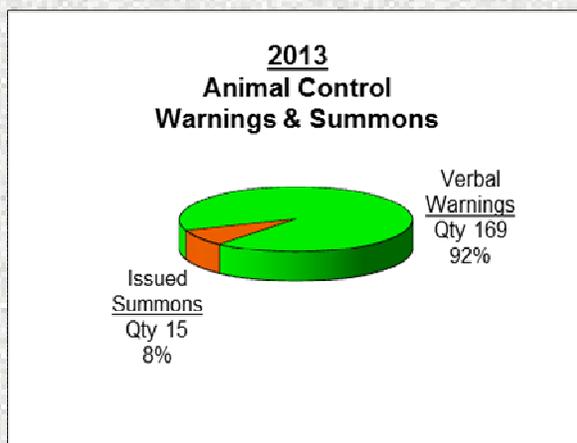
South Suburban Obligation

The City excluded from South Suburban in 2004. The court ordered the City to pay the District \$9.6 million for the conveyance and transfer of assets. The City is required to make annual principal and interest payments in December through 2019. The remaining principal due at the end of 2013 is \$4.4 million.

City Services

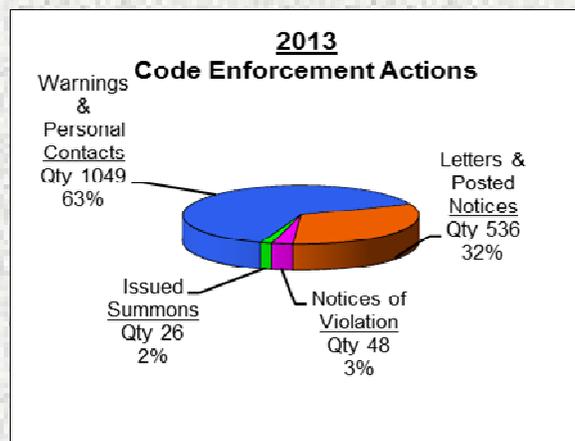
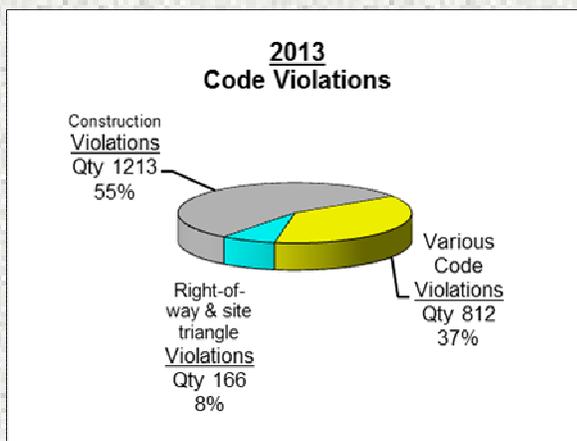
Animal Control

The Cherry Hills Village Municipal Code requires every resident, that owns a dog six (6) months of age or older, to obtain a City dog license (City Code Section 7-5-310). A rabies vaccination is required to obtain a dog license. Licenses are valid for the calendar year and must be renewed annually. The cost of each dog license is \$10.00 per year. Cherry Hills Village residents are able to register their dogs online at the City's website (www.cherryhillsvillage.com). Credit Card transactions can be made over the telephone by calling the City offices at (303) 789-2541. Check or money orders can be made payable to the City of Cherry Hills Village and mailed to the Village Center. If you wish to make the payment in cash, please bring it to the Joint Public Safety Facility. Office hours are Monday through Friday from 8:00 a.m. until 4:30 p.m.



Code Enforcement

The purpose of the Code Enforcement Division is to promote, protect and improve the health, safety and welfare of the residents of Cherry Hills Village through an effective and proactive code enforcement program. The Officers continue to improve relations and personal interactions with contractors and residents every year. For questions or concerns regarding code compliance, please contact the Code Enforcement Hotline at (303) 783-2752 or email chvcodehotline@cherryhillsvillage.com.



Police Department

The mission of the Cherry Hills Village Police Department is to promote strong community partnerships while providing courteous, professional, and ethical police services. In 2013 the mission was carried out with three main expectations in mind including: Providing exceptional service to our community, to facilitate and provide procedural justice to any member of the community we contact and lastly, each member of the department expects to be held accountable for our actions. Communication with our community is essential to our success and using these tools will strengthen our bond with those we serve.

Statistical summaries show that crime in the Village continues to remain low. Crime reports for 2013 were down 26% when compared to 2012. Community contacts are on the rise.

The Police Department hired a new Sergeant and three new officers in 2013. Sergeant Paula Balafas joined the department with 24 years of experience having served with the Denver Sheriff's office and the Wheat Ridge Police Department. Officer Noah Roling was hired bringing experience from both the Arvada and Mountain View police departments. Officer Jeremy Gunther started his career with the Village after receiving his Basic Law Enforcement Training Academy POST Certification from Arapahoe Community College. And finally, Officer Chuck Parker worked for the Lakewood Police Department for over 20 years as a police agent and a dispatcher. He left Lakewood in 2003 to work for the Archdiocese of Denver as the Director of Worship.

The Police Department enjoys excellent partnerships within the community and worked many special events in 2013 including: dignitary visits during the election season coordinating with the Secret Service and Capitol Police, assisting multiple jurisdictions during the critical incident at Arapahoe High School, successful completion of various major investigations with the assistance of the Arapahoe County District Attorney's Office, the completion of all necessary paperwork for the state accreditation process, the establishment and first full year of service for the School Resource Officer working with school personnel at Kent Denver, St. Mary's Academy and Cherry Hills Village Elementary, and finally assisting several local law enforcement agencies with promotional processes.

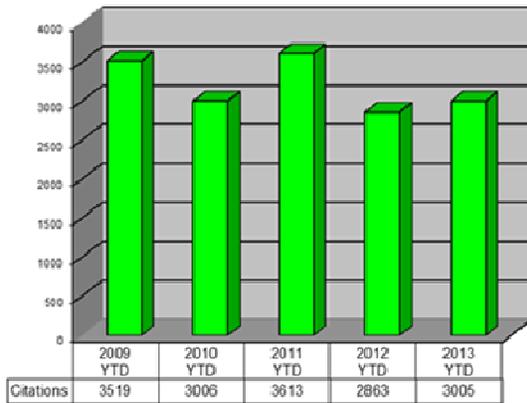
After a full year of occupancy, the new Joint Public Safety Facility continues to be a source of pride for the Cherry Hills Village Police Department. It also continues to be a model for other departments looking at designs for future buildings. The Community Room has been utilized as a show place for local artists and has seen the signing of law by Governor John Hickenlooper.



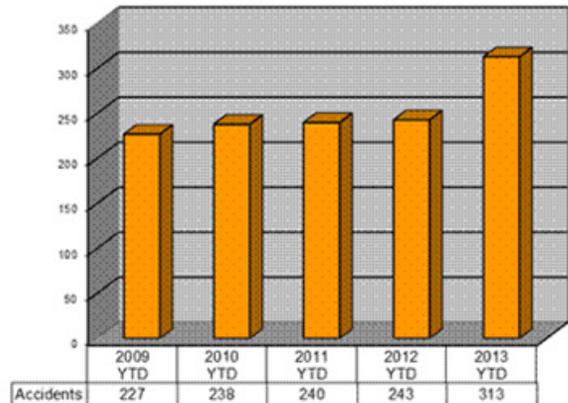
Photo Caption: Officer Jen Callahan holding the Letter of Commendation Award that was presented by the Arapahoe County Sheriff's Office for Cherry Hills Village Police Department's actions during the critical incident that occurred at Arapahoe High School on December 13, 2013.

Police Department continued

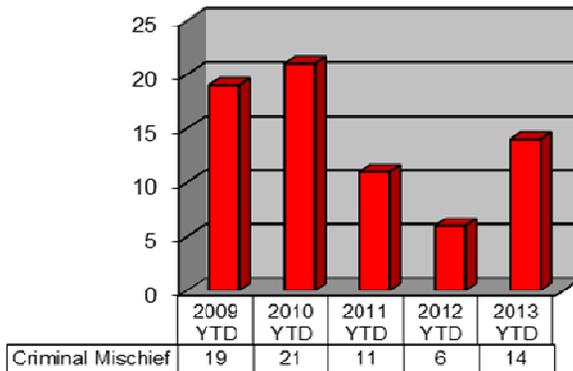
CITATIONS



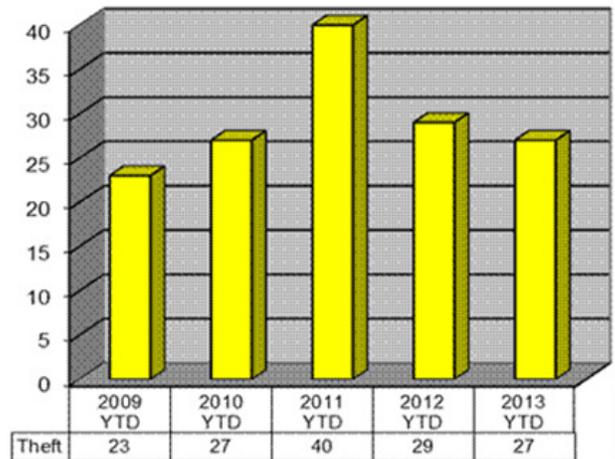
TRAFFIC ACCIDENTS



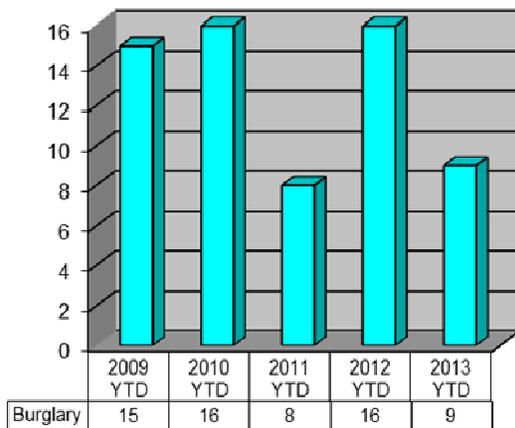
CRIMINAL MISCHIEF



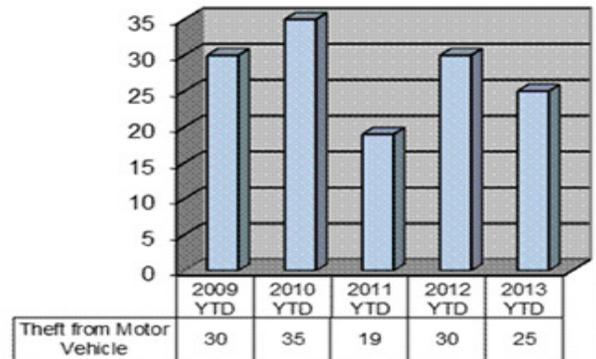
THEFT



BURGLARY



THEFT FROM MOTOR VEHICLE



Community Development

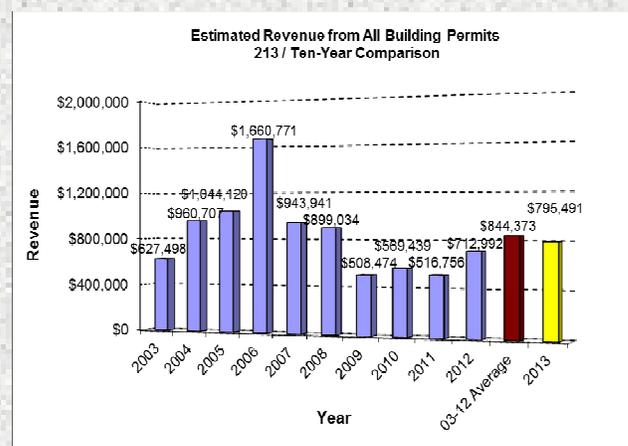
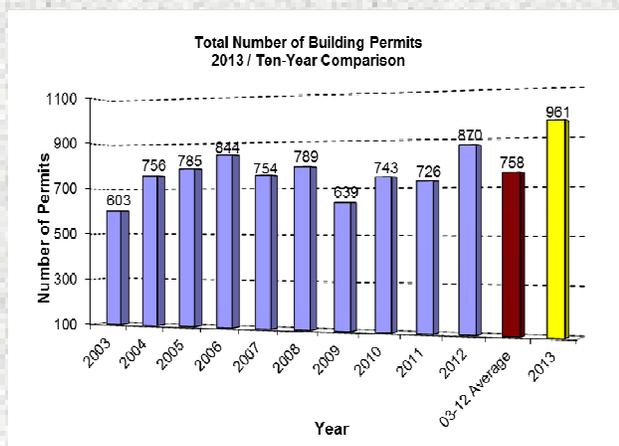
The Community Development Department is made up of the Building, Planning and Engineering Divisions and coordinates land use and development in the Village to ensure it is consistent with the Village's Master Plan and adopted codes. The Building and Planning Divisions' responsibilities include reviewing and issuing building permits and conducting building inspections. The Planning Division also processes development applications, such as requests for variances to the zoning code, expansions to the City's private clubs, religious facilities and private schools, development in the floodplain, and placement of wireless communication facilities. The Engineering Division reviews drainage plans for private developments and assists Village staff with development review and public works projects. The Community Development Department also provides staff support to the Village's Planning and Zoning Commission and Board of Adjustment and Appeals.

Building Permit Activity

In 2013, the Village issued 961 building permits, conducted 401 building plan reviews, and 5,085 building and zoning inspections. Building permit fees collected increased by 12% from \$712,992 in 2012 to \$795,491 in 2013, continuing an upward trend after a lull in activity from 2009 through 2011. The 961 permits processed in 2013 is the largest number of permits issued in the last 10 years and 203 permits above the 10-year average. New home construction also increased from 14 new homes in 2012 to 17 new homes in 2013. Of the 17 new home starts in 2013, 14 were "scrape and rebuild" redevelopments where the old home was demolished. Only three new homes occurred on vacant lots. The Village sees 18 new home starts in a typical year based on the ten-year average.

Building Permit 2011-2013 Comparison

| | 2013 | 2012 | % Change |
|--|-----------|-----------|----------|
| TOTAL APPLICATIONS | 961 | 870 | 11% |
| New Single Family Residences | 17 | 14 | 21% |
| Additions, Remodels, and Alterations | 160 | 123 | 30% |
| Accessory and Recreational Structures | 56 | 51 | 10% |
| Other Permits (Electrical, Plumbing, Mechanical, etc.) | 728 | 682 | 7% |
| TOTAL BUILDING PERMIT FEES COLLECTED | \$795,491 | \$712,992 | 12% |



Community Development continued

Development Review

There were 18 development applications processed by the Community Development Department in 2013 compared to 13 in 2012. These applications included five subdivision amendments, four request for variances and three expanded use applications. The expanded use applications included a new gymnasium addition and turf playfield at Kent Denver School and a gymnasium addition at Denver First Church of the Nazarene.

| | 2013 | 2012 |
|---|------|------|
| <i>TOTAL APPLICATIONS</i> | 18 | 13 |
| <i>Conditional Use/Wireless Communication Applications</i> | 1 | 3 |
| <i>Expanded Use Applications (religious facility and private school expansions)</i> | 3 | 2 |
| <i>Floodplain Development Permit Applications</i> | 2 | 2 |
| <i>Major Event Permit</i> | 0 | 1 |
| <i>Subdivision/Subdivision Amendment Applications</i> | 5 | 5 |
| <i>Rezoning Applications</i> | 2 | 0 |
| <i>Variance Applications</i> | 4 | 0 |
| <i>Appeal Applications</i> | 1 | 0 |

Department Personnel

The Community Development Department includes three full time staff members, the Community Development Director, Community Development Clerk and Special Projects Coordinator. The Building Division and Engineering Division services are contracted to Colorado Code Consulting and Icon Engineering respectively.

Public Works

The Public Works Department is dedicated to maintaining and improving the quality of life in Cherry Hills Village by planning for future needs of streets and parks, promoting environmental quality, building and maintaining municipal infrastructure, managing public capital improvement projects and protecting the health, safety and welfare of the public. The Department is divided into two divisions; the Streets Division provides for the design, construction, operation, and maintenance of public works and related services within the City's streets, while the Parks Division is tasked with improving and maintaining the City's parks, trails and open spaces for the enjoyment of the residents now and in the future.

The Streets Division is responsible for general management, operation and care of the infrastructure found in the City's right-of-way including streets, bridges, curbs, gutters, trails, traffic, traffic signage, street striping, storm drain system, irrigation, street sweeping, entry features and tree trimming, right-of-way permits and inspections, snow removal as well as general management operation and care of City facilities and properties. The Department manages over 50 miles of paved streets and 6 miles of gravel roads within the City.

The Parks Division is dedicated to enhancing the quality of life for all residents of Cherry Hills Village by providing a variety of opportunities that encourage physical and social health, community pride, relaxation, and enjoyment of the City's open space, trails and parks. The Parks Division maintains over 30 acres of parks and open space lands as well as over 26 miles of bridle paths and hard surface trails.

Some of the many responsibilities of the Department include:

- Maintain 50+ miles of streets
- Manage citywide stormwater program
- Own and operate 36,000 feet of sanitary sewer lines
- Oversee all city facility maintenance
- Recreation reimbursement program
- Maintain 26 miles of bridle trails, 50+ acres of open space and park land
- Special events include Holiday Tree Lighting, Movie Night, Car Show, community shred and recycling day
- Manage Denver Water Total Service Agreement
- Household hazardous waste program
- Coordination of Urban Drainage stem stabilization program
- City fuel operations
- Traffic Planning
- Utility franchise agreement management
- Right-of-way construction permitting
- Capital construction management
- Snow removal

Mission

The mission of the Cherry Hills Village Public Works Department is to provide a superior quality, safe and appropriate infrastructure and natural areas for all residents. By establishing positive relationships with the community the Department is able to provide effective, safe and well managed streets, parks and public facilities. The Department will be stewards of the environment and be fiscally responsible in all aspects of its operation. All Public Works employees will be highly qualified individuals and will be provided with the opportunity to continually increase their knowledge through education and training.

Vision

To be a well managed, highly effective department that responds to the current and future needs through creativity and innovation in order to maintain and enhance the community's essential infrastructure and natural resources.

Public Works continued

2013 Projects/Improvements

Snow removal operations were completed utilizing 1128 man hours using staff from both the Parks and Streets Divisions. 5,500 gallons of magnesium chloride were applied to the roads during snow removal operations to work in conjunction with the 90 tons of salt sand that were utilized to keep the motoring public safe. Crews drove almost 4,000 miles during these operations.

114 yards of concrete were installed by the City's concrete contractor to replace curb and gutter in various areas around the City.

City crews placed 400 tons of asphalt before the chipseal operations were completed by A-1 Chipseal. The street sweeper operation removed approximately 428 tons of material from the City streets.

1256 tons of road base were placed on gravel roads in an effort to keep the roads in an acceptable condition for travel. Staff spent over 500 hours maintaining gravel roads in 2013.

In August the City held its 6th Annual "Movie Night under the Stars" at John Meade Park. Despite the rainy conditions, the movie "Jurassic Park" was shown.

The second annual Exotic Car Show was held in 2013; unfortunately the bad weather prevented many of the cars from appearing so there were only 20 cars in attendance.

On December 13, 2013 the City held its 6th Annual "Holiday Tree Lighting Ceremony." 2013 was the biggest ceremony to date, due in part to the mild weather that Colorado experienced in December.

83,000 yards of chip seal was installed by A-1 Chipseal, the City's contractor for this project. The City continues to utilize the chip seal process as a means to keep street repair cost down while providing better driving surfaces.

The annual City clean-up was once again a great success. The totals collected were: paper shredded, 10,000 lbs; paint recycled 11,000 lbs; electronics recycled 8,200 lbs and trash collected 50,000 lbs.

The Streets Crew installed over 4 tons of crack sealant on City Streets as a preventative maintenance measure in an effort to minimize the effects of water and ice damage to the street surface and subsurface.

In 2013, the Public Works Department issued 130 right-of-way permits.

