

CHERRY HILLS VILLAGE
COLORADO

2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
www.cherryhillsvillage.com

Village Center
Telephone 303-789-2541
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City Council Agenda

Tuesday, November 15, 2016

6:30 p.m.

1. Call to Order
2. Roll Call of Members
3. Pledge of Allegiance
4. Presentation of FEMA Plaque
5. Audience Participation Period (limit 5 minutes per speaker)
6. Consent Agenda
 - a. Approval of Minutes – November 1, 2016
 - b. Extension of Agreement with the Humane Society of the South Platte Valley for Animal Sheltering Services
7. Items Removed From Consent Agenda
8. Unfinished Business
 - a. Continued from October 18, 2016 – Public Hearing to Consider a Request by David Mosteller of 1550 East Oxford Lane and 4180 South Humboldt Street for a Variance from Municipal Code Section 16-5-30(b) Concerning Minimum Lot Area for Approval of a Minor Lot Adjustment
9. New Business
 - a. Public Hearing - Proposed 2017 Budget
 - (i) 2017 Proposed Budget for the City of Cherry Hills Village (*Public Hearing*)
 - (ii) Council Bill 8, Series 2016; A Bill for an Ordinance Adopting a Budget and Levying Property Taxes for the City of Cherry Hills Village, Colorado for the Fiscal Year 2017 (*first reading*)
 - (iii) Council Bill 9, Series 2016; A Bill for an Ordinance of the City of Cherry Hills Village, Colorado Authorizing Appropriations for Fiscal Year 2017 (*first reading*)
 - b. Council Bill 10, Series 2016; Approving a Supplemental Appropriation for Utilities at Quincy Farm (*first reading*)
 - c. Public Art Commission Recommendation for Purchase of *Rubric* Series Piece by Emmett Culligan
 - d. Resolution 16, Series 2016; Approving an Intergovernmental Agreement with Arapahoe County Regarding Shared Use of the Radio Communications Network System
 - e. Resolution 17, Series 2016; Approving an Intergovernmental Agreement with Arapahoe County for Dispatch Services in 2017

****Agenda continues on second page****

Notice: Agenda is subject to change.
If you will need special assistance in order to attend any of the City's public meetings, please notify the City of Cherry Hills Village at 303-789-2541, 48 hours in advance.

CHERRY HILLS VILLAGE
COLORADO

10. Reports
 - a. Mayor
 - b. Members of City Council
 - c. Reports from Members of City Boards and Commissions
 - d. City Manager and Staff
 - (i) Department Monthly Reports
 - (ii) Unaudited Financial Statements
 - (iii) November 8, 2016 Regular Municipal Election Report
 - e. City Attorney

11. Executive Session Pursuant to C.R.S. Sec. 24-6-402(4)(a) for the purpose of discussing matters related to the acquisition of real property and pursuant to C.R.S. Sec. 24-6-402(4)(e) to develop strategy for negotiations and to instruct negotiators relating to possible acquisition of real property for municipal services

12. Adjournment

Minutes of the
City Council of the City of Cherry Hills Village, Colorado
Held on Tuesday, November 1, 2016 at 6:30 p.m.
At St. Mary's Academy, 4545 South University Boulevard,
Cherry Hills Village, CO 80113

The City Council held an Open House at 5:30 p.m.

Mayor Laura Christman called the meeting to order at 6:33 p.m.

ROLL CALL

Mayor Laura Christman, Councilors Mark Griffin, Earl Hoellen, Alex Brown, Mike Gallagher, Klasina VanderWerf, and Katy Brown were present on roll call. Also present were City Manager Jim Thorsen, Deputy City Manager and Public Works Director Jay Goldie, City Attorney Linda Michow, Police Chief Michelle Tovrea, Community Development Director Rachel Hodgson, Human Resource Analyst Kathryn Ducharme, Parks, Trails & Recreation Administrator Ryan Berninzoni, Public Works Project and Right-of-Way Manager Ralph Mason, Accounting Clerk Jessica Sager, Special Projects Coordinator Emily Black, Public Works Clerk Pamela Broyles, Parks Crew Chief Matt Krebsbach and City Clerk Laura Smith.

Absent: none

PLEDGE OF ALLEGIANCE

The Council led the pledge of allegiance.

AUDIENCE PARTICIPATION PERIOD

None

CONSENT AGENDA

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

- a. Approval of Minutes – October 18, 2016

The motion passed unanimously.

ITEMS REMOVED FROM CONSENT AGENDA

None

UNFINISHED BUSINESS**John Meade Park, Public Works and City Hall**

Mayor Christman indicated that City Manager Thorsen would make a presentation before the public comment period.

City Manager Thorsen thanked the public for attending. He explained that this was an important project that involved the entire community and staff and Council looked forward to input from those in attendance. He noted that any decision would come from Council and not from staff. He reviewed the vision for the Village Center which consisted of a new Police and Fire facility, which had been completed; redevelopment of John Meade Park and Alan Hutto Memorial Commons; reconstruction of City Hall; and reconstruction of the Public Works facilities. All of these goals could not be accomplished at the current Civic Center due to acreage limitations, floodplain constraints and facility needs. There were several options for relocating the municipal facilities, consisting of two properties owned by the City: the Civic Center and the half acre Hampden triangle; and two properties on which the City was under escrow: the two acre site at Colorado and Jefferson, and the three acre site at 2101 W. Quincy Avenue in the City of Sheridan. The Civic Center site was constrained by the floodplain and related FEMA regulations and was not large enough to house all the municipal facilities and redevelop John Meade Park. The Hampden triangle was too small for a full facility but could be used to house some equipment and supplies. The Colorado/Jefferson property was two acres, bordered to the north and south by churches and the east by Colorado and homes. The property at 2101 W. Quincy Avenue was an auto salvage yard with several existing buildings, some of which staff expected would be usable by the City.

City Manager Thorsen explained that Option #1 would relocate Public Works to the 2101 W. Quincy Avenue property, which is 3.5 acres and a 10-15 minute drive from the Village Center. There were multiple route options from that property to the Village including via Oxford, Hampden or Belleview. The site has existing buildings, some of which would be demolished and others which could be used by the City. In addition the City would build new buildings for offices, storage and garages. The cost of the property is \$2.45 million. With this option City Hall would be reconstructed at the Civic Center and John Meade Park would be redeveloped in accordance with the John Meade Park Master Plan. Option #2 would be to relocate City Hall to the Colorado/Jefferson property. The cost of the Colorado/Jefferson property is \$1.18 million. With this option Public Works would be reconstructed at the Civic Center and John Meade Park would be redeveloped in accordance with the John Meade Park Master Plan. Option #3 would be to relocate Public Works to the Colorado/Jefferson property where it would be heavily vegetated with all materials and vehicles covered. With this option City Hall would be reconstructed at the Civic Center and John Meade Park would be redeveloped in accordance with the John Meade Park Master Plan. Municipal Court, housed in City Hall, would remain near the Police Department. Option #4 would be to reconstruct both City Hall and Public Works at the Civic Center, necessitating the reduction of the

planned redevelopment of John Meade Park including the elimination of the planned restroom, playground and other features. Option #5 was not a stand-alone option but showed use of the Hampden triangle for storage of some vehicles and materials in conjunction with any of the other options. If Public Works was moved outside of the City a small garage could be added to the Civic Center in addition to a reconstructed City Hall and redeveloped John Meade Park.

City Manager Thorsen indicated that cost estimates varied with each option, but that redevelopment of John Meade Park would cost between \$1.5 and \$3.7 million, reconstruction of Public Works, including land purchase, would cost between \$3.7 and \$4.7 million, and reconstruction of City Hall would cost between \$3.5 and \$4.5 million, for a total of \$10.9 to \$12.9 million. Funding would be accomplished using cash reserves, grants, and Certificates of Participation which were similar to bonds and would allow the City to pay over time. No new taxes were proposed for any of the options. The proposed schedule would be to complete the redevelopment of John Meade Park by the end of 2017; complete Public Works in 2017 or 2018; and complete City Hall by mid-2018.

Councilor Hoellen asked about the usefulness of the current buildings at 2101 W. Quincy Avenue.

City Manager Thorsen replied that there was about 7200 square feet of garage storage that the City could keep and other buildings that they could salvage and retrofit to save on the cost of constructing new buildings.

Mayor Christman opened the public comment period at 6:53 p.m.

Russell Stewart, 10 Sandy Lake Road, explained that he had been a member of the Citizens City Center Committee (4C) along with Mayor Pro Tem A. Brown, Richard Diecidue, David Cooper, William Cook and Scott Roswell. He noted that they had examined this issue for months and their final report had been incorporated into the City's Master Plan. He noted that if this issue were easy it would have been fixed a long time ago. He explained that the 4C had examined this issue seriously and in depth. He noted that the third recommendation in their final report stated "The Committee has concluded that it would be advisable to locate the public works portion of proposed Village Center to a nearby site that is more industrial in scope. This would allow for a less congested, more appropriate design of the Village Center and create additional open space through an expansion of John Meade Park that would be in keeping with the baseline themes and recommendations made by the Blue Ribbon Panel." He noted that this had been a unanimous opinion and the 4C had identified south Santa Fe as a logical site for Public Works. He added that the 4C had surveyed other municipalities and found that public works facilities were almost never located next to the city hall. He noted that moving Public Works outside of the City would preserve the center of the City as open space. He stated his support of Option #1.

Winslow Waxter, 3625 S. Albion Street, encouraged the Council not to make a decision tonight and to postpone any decision until after the new Council was in place in January. She stated that this was a momentous decision and the new Council would be the ones to follow through with it. She indicated that she appreciated all the options, the time and effort that it had taken to prepare them and the opportunity for the public to see them. She noted that one piece of information missing was the exact cost of each option and she asked that the costs be made known to the public. She indicated her support for Option #4 which would keep Public Works and City Hall at the Civic Center. She suggested integrating 90 Meade Lane, which the City owned, into John Meade Park in order to allow for more of the proposed redevelopment to occur while keeping Public Works and City Hall at the Civic Center. She expressed concern with the Certificates of Participation which would seem to incur debt and carry the risk of default. She indicated her support for the least expensive option with no debt and no new taxes.

Rich Imber, 17 Covington Drive, stated that he had been a resident for over 37 years. He noted that he had become aware of the proposed relocation of Public Works to the Colorado/Jefferson property in July, and that the proposed relocation also involved the renovation of City Hall and redevelopment of John Meade Park. He indicated that City Council had met with residents from the Colorado/Jefferson neighborhood in July. He noted that the neighborhood had been vehemently opposed and City Council had seemed surprised. He added that Council had held a public input meeting on August 16th with a large turnout and only one person in favor of relocating Public Works to the Colorado/Jefferson property. He explained that some of the reasons for the opposition were reduced property values in the range of 10-15% and establishment of an unwanted precedent of rezoning a residential property to an industrial use property. He noted that Council had tabled the issue until tonight. He indicated that he was opposed to moving either Public Works or City Hall to the Colorado/Jefferson property. He stated that City Hall should remain at the Civic Center to be near the Police Department. He noted that he had mixed feelings about the redevelopment of John Meade Park. He indicated that he personally did not use the park and his neighbors didn't seem to either. He stated that he wanted to hear the reasons for spending funds on the redevelopment of John Meade Park and on the reconstruction of City Hall. He indicated that he was in favor of Option #4 and that it was the cheapest option. He noted that the 2013 Public Works Survey had concluded that "As a community, residents of Cherry Hills Village want the Public Works facility to remain at its current location" and "Study respondents were split in their opinions of the value of expanding amenities at John Meade Park."

George Hutchison was not present.

Peter Weiss declined to comment.

Eileen Weiss, 3711 S. Albion Street, indicated her support of Option #1. She noted that it provided flexibility for the future and she would be happy with Public Works moving out of the City. She noted that Option #5 was good to have available.

Patty Haas, 3 Covington Drive, stated that she concurred with Ms. Waxter.

Marigold Hackanson declined to comment.

Lucinda Greene, 2855 Cherryridge Road, stated that John Meade Park promised to be a valuable asset to the City. She noted that the plans for redevelopment had been progressing since 2014 and had involved multiple citizen viewpoints. She added that the plans did not include Public Works located at the Civic Center. She indicated that she understood the significant concerns that the neighbors of the Colorado/Jefferson property had regarding relocation of Public Works to that property, and noted that the same concerns were involved with keeping Public Works at the Civic Center. She explained that children and families frequented John Meade Park and Cherry Hills Village Elementary School. She warned against delaying a decision and using yet more taxpayer money to pay yet another consultant. She stated that Option #1 was the most equitable and would meet the City's needs safely. She suggested that selling 90 Meade Lane would help offset the costs of Option #1.

Richard Diecidue, 85 Meade Lane, explained that he had co-chaired the 4C and encouraged everyone to read the final report as it was very thorough and addressed many of the questions being discussed tonight. He thanked the Public Works staff and stated that he appreciated all their efforts. He added that the issue was with the Public Works yards and not with the staff. He indicated that there was no need to wait for the new Council and that everyone on the current Council was versed in these issues and competent to make a decision. He stated that the Civic Center was a unique space for open space in the City and the challenge was that it was crowded with too many other municipal facilities. He noted that the City's needs had changed since the facilities were first built. He noted that fitting all the facilities into a residential area made them difficult to manage, and most people in a residential neighborhood did not want the Public Works yard in their neighborhood. He indicated that purchase of the 2101 W. Quincy Avenue property was an investment for the City going forward and if it did not work out it could be sold for more funds. He suggested that the 2013 Public Works Survey could be misleading as it had not had a high number of respondents. He indicated his support of Option #1 as it would remove Public Works from a residential area, provide the ability for Public Works to grow, and would work efficiently for the City.

Brent Kline, 135 Meade Lane, commended the City Council for their service and noted that their jobs were not easy. He stated that he lived near the Alan Hutto Memorial Commons and was not comfortable with Public Works near his house and that having a Public Works facility near residences was not typical. He noted that the Councilors lived in the Village and were on the same team as the residents. He compared the Council to the Board and the residents to the shareholders of a company. He indicated that this decision should be an investment in the community and should be the best option for the community rather than the least expensive. He explained that Certificates of Participation were not financial obligations and did not carry the risk of default, but were a great tool for municipalities. He encouraged everyone to discuss the issues instead of being adversarial. He asked the Council to think of everyone in the City when they

considered their decision. He stated that Council should resolve this issue sooner rather than later.

Candice Goldstein, 4080 S. Cherry Street, indicated that she agreed with Ms. Waxter. She noted that this issue had been going on for a long time and it was only fair to wait a few months for the new Council to take office. She stated that she supported Option #4 because Public Works had been part of the Civic Center for a very long time and that option spent the City's tax dollars most wisely. She asked if the Civic Center could be rezoned as residential.

Mayor Christman replied that topic was not part of the discussion tonight.

Ms. Goldstein explained that it would be very expensive to build a residence in the floodplain.

Robert Eber, 3 Middle Road, noted that he was Chair of the Parks, Trails and Recreation Commission and had been involved in the Master Plan process for John Meade Park and Alan Hutto Memorial Commons. He explained that this process had involved numerous meetings, consultants, and discussions with City Council. He indicated that this was an opportunity to turn John Meade Park into a very special place for the City. He noted that the floodplain had to be dealt with regardless of the John Meade Park redevelopment and so the additional cost of adding amenities to John Meade Park was an incremental cost. He encouraged Council to support full implementation of the planned redevelopment which would encourage natural play and community in a central area. He emphasized the social and economic benefit of park land. He urged Council not to diminish John Meade Park. He noted that there would be an incremental cost to moving Public Works outside the City and that cost should be understood and agreed to by the whole community. He indicated his appreciation for the opportunity to work on John Meade Park and stated that it was a jewel of the City.

David Wyman, 8 Tamarac Lane, indicated his support for Option #4. He stated that he was opposed to Option #1 because locating Public Works outside of the City would result in additional operating costs and time for the Public Works staff and vehicles. He noted that during rush hour or inclement weather the time to get into the City could be significant and the additional mileage and time would increase vehicle operation costs. He expressed concern that if the City purchased the 2101 W. Quincy Avenue property that property's property tax would be lost by the City and school districts of Sheridan. He warned that this would be bad public relations.

Tom Thomas, 5250 E. Chenango Avenue, stated that John Meade Park was the crown jewel of the City. He noted that he had moved here because of the City's rural atmosphere and emphasized the importance of preserving and enhancing open space in the City. He indicated that it would be a mistake to not complete the planned redevelopment of John Meade Park. He expressed his support of Option #1. He stated that this Council was very familiar with this issue and should vote on the issue if they could, and that the new Council would be undereducated.

Mr. Diecidue asked if Deputy City Manager/Director Goldie could give feedback on the Public Works facility.

Mayor Christman replied that the format of the meeting did not allow for that at that time.

Brandon Collier, 3001 S. Albion Street, expressed gratitude to Council for preparing a number of viable options for residents to consider. He stated his support for Option #1. He noted that Option #4 would require removal of many of the planned amenities for John Meade Park and indicated that he saw the value in redeveloping John Meade Park. He asked if use of the sites shown in Option #5 could allow John Meade Park to be fully redeveloped while keeping Public Works and City Hall at the Civic Center.

Greg Stevinson, 22 Covington Drive, thanked Council for holding tonight's meeting in a larger venue. He noted that staff had done a terrific job in providing alternatives for consideration. He indicated that no resident wanted Public Works located in their neighborhood. He agreed that purchasing 2101 W. Quincy Avenue would be a good investment for the City as the demand for industrial sites was increasing due to the expanding marijuana industry. He expressed support for Option #1.

Hearing no further comments the public comment period was closed at 7:40 p.m.

Councilor K. Brown asked if use of the Hampden triangle property shown in Option #5 could allow John Meade Park to be fully redeveloped while keeping Public Works and City Hall at the Civic Center.

City Manager Thorsen answered that it could not. He noted that staff anticipated use of the Hampden triangle in coordination with any of the other Options, but that the space available at that property was not large enough to significantly change the impact of the space needed by Public Works and City Hall on the redevelopment of John Meade Park.

Mayor Pro Tem A. Brown asked City Manager Thorsen for a summary of the due diligence, investigations, reports and timeline for 2101 W. Quincy Avenue.

City Manager Thorsen replied that 2101 W. Quincy Avenue, unlike the Colorado/Jefferson property, was industrial and staff's biggest concern was with possible environmental issues at the site. The Phase 1 environmental report was completed and had revealed no fatal flaws in the property. The Phase 2 environmental report was in process and would test the site more thoroughly for environmental issues. Preliminary reports were very positive and staff was expecting the final Phase 2 report very soon. After that was received staff would know of any necessary mitigation and associated cost. If mitigation was needed the next step would be to negotiate for a different price from the seller or to decide not to purchase the property. Title and easement issues were also in the process of being researched and examined. Staff

would have final information on all these issues for Council's consideration within 30 days.

Councilor Gallagher asked about the final timeline for the property.

City Manager Thorsen replied that all information about necessary mitigation, objections to issues, and negotiations of price should be concluded within 30 days.

Councilor Hoellen indicated that Council would need that final information before they could make a decision and therefore they would not make a final decision tonight.

City Manager Thorsen agreed and indicated that the decision to purchase the property would be a Council decision.

Mayor Christman noted that she had discussed the property with the Mayor of Sheridan who had not expressed any objections or concerns with the possibility of Public Works relocating to that property.

City Manager Thorsen added that staff had met with City of Sheridan staff and they had been positive about the possibility. They were aware that Sheridan would lose some tax monies but it was not a significant amount for the City of Sheridan.

Mayor Christman added that the proposal would improve the property.

Councilor Griffin thanked the public in attendance for coming and stressed the need for feedback. He indicated that Council would make the best decision possible given the information available. He noted that Option #1 was a possibility due to a lot of time and talent on the part of staff and stated that Council would not move forward until they had examined all the issues. He indicated that Council would move forward with an abundance of caution which might result in a decision not being reached until the new Council took office. He thanked the public for their input.

Councilor Hoellen agreed and stated that the Council would not move forward until all options were thoroughly vetted. He indicated that Option #1 was an elegant solution and would satisfy the need for a new Public Works and City Hall facilities and redevelopment of John Meade Park. He stated that the City had an obligation to its employees to provide a working environment that allowed them to conduct their work in a safe and efficient manner. He noted that staff had worked with an inadequate Public Works facility for a long time now, and that rebuilding Public Works and City Hall was a need rather than a want. He noted that if it had made sense to retrofit City Hall instead of rebuilding it that would have been done a long time ago, but issues such as ADA and FEMA compliance made retrofitting cost prohibitive. He indicated that the palatability, or lack thereof, of some of these options did not negate the necessity of making a decision. He stated that the City's Master Plan should be implemented even if each person did not agree with each portion of it, such as redevelopment of John Meade Park. He indicated that completing John Meade Park and rebuilding Public Works and

City Hall was conducive to City values. He noted that he supported new facilities that satisfied the City's needs, no more and no less, in order to conduct operations in a safe and prudent manner. He stated that he was in favor of Option #1 and that if it was not an option after the due diligence was completed Council would still need to make a decision in order to fulfill its obligation to the community. He noted that the 2101 W. Quincy Avenue property was relatively close and he was confident that the City's talented staff would figure out how to operate efficiently with the added travel time. He indicated that he believed moving City Hall to the Colorado/Jefferson property was logical from an operational efficiency standpoint. He stated that if the decision needed to wait until next year because Council did not have all the necessary information this year that was acceptable, but he was not in favor of waiting just to wait. He indicated that Council had an obligation to make this decision.

Councilor VanderWerf agreed that purchase of the 2101 W. Quincy Avenue property would be an investment for the City. She noted that the current City Hall had been added onto and patched over the years and she did not support continuing to patch. She indicated that Council should make a decision that would last for the next 30 years, which was how long public buildings should last. She indicated that the 2101 W. Quincy Avenue property was larger than the current Public Works Department needed, which was good because it provided flexibility for Public Works to grow on the property if needed in the future. She stated that the City would work to leverage grant funds to offset the cost of redevelopment of John Meade Park and noted that Arapahoe County Open Space was very willing to help fund municipal parks. She added that the redevelopment of John Meade Park combined with City Hall and the Joint Public Safety Facility would provide a central gathering place for residents.

Councilor Gallagher noted that the two main options seemed to be to keep City Hall and Public Works at the Civic Center with a reduction in John Meade Park, or to move Public Works outside of the City. He stated that he was very supportive of parks but that Public Works and City Hall were higher priorities. He indicated that this was a challenging issue that warranted a thorough discussion by Council, and agreed with Councilor Hoellen that the decision should be made as soon as all the information was available and should not be put off until next year if it did not need to be.

Mayor Christman noted that Council had received many public comments in the form of letters and emails that were part of the public record. She indicated that this decision had been put off many times in the past and that previous Councils had spent a tremendous amount of time and money on studies and reports. She stated that this was a well-educated Council and that the Councilors who would be leaving had a long history on the Council that would be lost when the new Council took office in January. She added that the new Councilors would have to be educated on this issue in order to make an informed decision. She indicated that contracts were not open for very long, options went away if not acted on quickly, construction costs were rising, property costs were rising, and any delay would mean a higher cost to the City. She noted that not everyone would be happy with whatever decision Council finally made, but that Council was very motivated to make a good decision. She indicated that the neighbors around

the Colorado/Jefferson property had convinced her that Public Works should not be located in a residential neighborhood and therefore it was most appropriate to move it outside of the City and not leave it in its current location.

Councilor K. Brown agreed with Mayor Christman and with Councilor Hoellen that some solutions were more palatable than others. She noted that the City had done many reports over the years which had conflicting information and conclusions, and may have focused on different groups of residents. She indicated that it was challenging for Council to reconcile all this feedback. She stated that Option #1 seemed to agree with most of the feedback and while there were some added costs to moving Public Works outside of the City she believed this option would benefit the community as a whole.

Mayor Christman indicated that Council would not take a vote tonight because they did not have enough information to make a considered decision and they did not want to make a hasty decision.

NEW BUSINESS

None

REPORTS

Mayor's Report

Mayor Christman had no report.

Members of City Council

Councilor Gallagher reported that his neighborhood's Halloween party had gone well.

Councilor Griffin reported that his neighborhood's Halloween party had also gone well.

Mayor Pro Tem A. Brown had no report.

Councilor VanderWerf had no report.

Councilor K. Brown reported that the Centennial Airport Noise Roundtable would meet tomorrow.

Councilor Hoellen had no report.

Members of City Boards and Commissions

None

City Manager & Staff

City Manager Thorsen had no report.

City Attorney

City Attorney Michow had no report. She noted that she would keep Council apprised of pending government immunity cases currently in the courts.

ADJOURNMENT

Councilor Griffin thanked staff for their work preparing and setting up for tonight's meeting.

Mayor Christman thanked St. Mary's Academy for allowing Council to use their facility.

The meeting adjourned at 8:10 p.m.

Laura Christman, Mayor

Laura Smith, City Clerk



WIDNER MICHOW & COX^{LLP}

ATTORNEYS AT LAW

TO: Mayor Christman and Members of City Council

FROM: Linda Michow, City Attorney

CC: Jim Thorsen, City Manager
Michelle Tovrea, Chief of Police

DATE: November 15, 2016

SUBJECT: Item No. 6b: Extension of Agreement with Humane Society of the South Platte Valley for Animal Sheltering Services

ISSUE

On the consent agenda is the attached Letter Agreement to extend the term of the 2015 Agreement (“Agreement”) for animal sheltering services between the City of Cherry Hills Village and The Humane Society of the South Platte Valley, Inc. (“Society”). In accordance with Section 3.1.2 of the Agreement, the parties are authorized to renew the Agreement for up to three one year terms.

The Society has provided animal sheltering services for the City since at least 2011 and City staff, specifically the Police Department, recommends approval of a renewal of the Agreement. The Letter Agreement extends the term for 2017, but does not increase the cost of the animal sheltering services. Total compensation to be paid in 2017 is \$5,390.

There are no other changes from the 2015 Agreement for animal sheltering services.

STAFF RECOMMENDATION

City staff recommends approval of the attached Letter Agreement on the consent agenda.

RECOMMENDED MOTION

“I move to approve the agreement between the City of Cherry Hills Village and the Humane Society of the South Platte Valley for Animal Sheltering Services for 2017.”

ATTACHMENTS

- Exhibit A: Letter Agreement between the City of Cherry Hills Village and The Humane Society of the South Platte Valley for Animal Sheltering Services for 2017
- Exhibit B: 2015 Agreement for Animal Sheltering Services

The Humane Society of the South Platte Valley, Inc.
2129 West Chenango Avenue
Littleton, CO 80120

Re: Agreement for Animal Sheltering Services

In accordance with Section 3.1.2 of the Professional Services Agreement ("Agreement") entered into between the City of Cherry Hills Village ("City") and The Humane Society of the South Platte Valley, Inc. ("Society") with an effective date of January 1, 2015, this letter agreement confirms an extension of the term of the Agreement between the City and the Society.

1. The term of the Agreement shall be extended from January 1, 2017 to December 31, 2017.
2. The compensation for 2017 shall be the same as paid in 2016, the full amount of which (\$5,390.00) shall be paid to the Society within thirty days of the City's receipt of an invoice from the Society.
3. Except as amended herein, the original terms and conditions of the Agreement shall remain in full force and effect.

To confirm your receipt and acceptance of these terms, please sign below and return one original to: Laura Smith, City Clerk, 2450 E. Quincy Avenue, Cherry Hills Village, Colorado 80113.

THE HUMANE SOCIETY OF THE SOUTH PLATTE VALLEY, INC.

BY: Leslie Maisonneuve

Name: Leslie Maisonneuve

Title: Shelter Director

Date: 11/3/16

CITY OF CHERRY HILLS VILLAGE

BY:

Laura Christman, Mayor

ATTEST:

Laura Smith, City Clerk

CITY OF CHERRY HILLS VILLAGE AGREEMENT FOR ANIMAL SHELTERING SERVICES

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into and effective this 1st day of January 2015 ("Effective Date") by and between **THE HUMANE SOCIETY OF THE SOUTH PLATTE VALLEY, INC.**, a Colorado nonprofit corporation, whose business address is 2129 West Chenango Avenue, Littleton, Colorado 80120 (the "Society") and the **CITY OF CHERRY HILLS VILLAGE, COLORADO** ("City"), a Home Rule municipality of the State of Colorado whose business address is 2450 East Quincy Avenue, Cherry Hills Village, Colorado 80113. The City and the Society may be collectively referred to as the "Parties."

RECITALS AND REPRESENTATIONS

WHEREAS, the City considers the sheltering of animals to be essential to the health, safety, and welfare of the City and its inhabitants; and

WHEREAS, the City desires for the Society to provide animal sheltering services as described in this Agreement; and

WHEREAS, the Society represents that the Society has the skill, ability, and expertise to perform the services described in this Agreement; and

WHEREAS, the Parties desire to enter into this Agreement.

NOW, THEREFORE, in consideration of the benefits and obligations of this Agreement, the Parties mutually agree as follows:

1.0 SERVICES AND PERFORMANCE

1.1 **Sheltering Services.** The Society agrees to provide shelter, food, and veterinary treatment in accordance with all applicable requirements of the State of Colorado health and animal treatment statutes. The Society further agrees to act as the receiving agency for impoundment and sheltering purposes with respect to all animals brought to the Society's facility located at 2129 W. Chenango Ave, Littleton, CO 80120 ("Facility") by authorized personnel of the City.

1.2 **Shelter Facility.** The Society shall maintain its Facility in accordance with all applicable requirements of the State of Colorado health and pet animal care and facilities statutes.

1.2.01 The Society shall visually and physically inspect the Facility on a periodic basis to insure that it continues to meet the standards established by the Pet Animal Care Facilities Act ("PACFA"). The City is authorized to inspect the Facility to insure compliance with this Agreement at reasonable times throughout the Term.

1.3 **Impoundment/Contact with Owner.** The Society agrees to hold all impounded animals, and to dispose of animals, unless properly reclaimed by a verified owner, in compliance with the Society's policies. The Society shall make reasonable efforts to contact the owner of any impounded animal which is brought to it by the City under this Agreement and which bears a City rabies tag, or Municipal or County license tag, or any other reasonable means of identification. Reasonable

efforts will consist of attempting to contact the owner at the telephone number indicated on the license, certificate, or tag.

- 1.4 **Dead Animal Disposal.** The Society agrees to store and dispose of dead domestic and wild animals which shall include dogs, cats, small domestic animals and small wild animals such as coyotes, rabbits, and raccoons. City personnel shall contact the Society prior to the transport of any large dead animal classified as livestock or a large wild animal such as a deer, elk, bear, or the like to determine if the Society can accommodate and make arrangements for the storage and disposal of such animal, provided, however, that the Society is under no obligation to accept or dispose of any such large dead animal.
- 1.5 **Required Hours of Operation.** Except during any week where a legal holiday occurs, the Society shall maintain a schedule of at least 40 hours per week whereby animals impounded under this Agreement may be reclaimed by their owner. In any week in which a legal holiday occurs, eight hours may be deducted from the required 40 hours for each such holiday. In addition, the Society shall make its Facility available to authorized personnel of the City for the purpose of receiving impounded animals under this Agreement on a basis of 24 hours per day, seven days per week by providing access to the shelter by authorized City personnel. During regular business hours, the Society will provide staff and/or a contracted veterinarian for emergency care, if required, to accept delivery of injured animals to the Society under this Agreement.
- 1.6 **Sick and Injured Stray Health Care.** The Society agrees to provide all emergency and critical care services for animals impounded by the City. The Society shall provide such services at locations reasonably proximate to the boundaries of the City.
 - 1.6.01 Emergency and critical care services shall include: evaluation (excluding radiographs), stabilization, and pain management. Procedures beyond evaluation, stabilization and pain management must be preauthorized by a Society Operations Manager.
 - 1.6.02 The Society shall comply with all PACFA regulations for timely veterinary care.
 - 1.6.03 The Society agrees to work in good faith to coming to mutually agreeable financial arrangements with owners reclaiming pets that have incurred Society approved medical bills. The Society shall be solely responsible for collection of any Society-approved medical bills. In the instance of court ordered treatment (i.e. cruelty investigations and/or other court or City ordered treatment), the City agrees to pay the veterinarian directly for all evaluation and treatment costs and seek restitution directly from the animal owner.
 - 1.6.04 The Society shall be the contract holder for any agreements with outside veterinary services and these agreements may remain confidential. The Society shall be responsible for payment to said clinics. The Society reserves the right to approve or decline any treatments at the discretion of the veterinarian advising the Society and Society's management. The Society reserves the right to peacefully and humanely euthanize any

animal, prior to the end of the stray hold period, if a veterinarian determines that it would be inhumane to hold that animal for the entire stray hold period.

- 1.6.05 The Society will not be responsible for the costs associated with treating animals presented by Good Samaritans to veterinarians contracted by the Society. A "Good Samaritan," for purposes of this Agreement shall mean a person who gratuitously gives help to an animal in distress.
 - 1.6.06 The City shall be responsible for paying all costs associated with City-initiated requests to veterinarians contracted by the Society for investigative procedures related to the criminal prosecution of animal cruelty or any other animal related offense, i.e. cruelty examinations, necropsies, etc.
- 1.7 **Reclaim Rights and Obligations.** Each animal impounded by the City and placed within the Facility pursuant to this Agreement may be reclaimed by its owner during the impound (stray-hold) period upon verification of ownership. In the case of dogs, the owner must first show proof of current, valid rabies vaccination as required under applicable municipal ordinances or statutes of the State of Colorado, or in the alternative, must consent to having the dog inoculated for rabies prior to its release in accordance with the requirements of the City and the Tri-County Health Department.
- 1.7.01 The Society may charge any owner who reclaims an animal all costs and fees incurred by the Society in the impoundment, sheltering and treatment of that animal.
 - 1.7.02 The fees to be charged for services provided to the public shall be established by the Society and shall be uniform and reasonable. The Society may set and collect such impound, board, and veterinary care fees for impounded animals as it deems appropriate and may refuse to return the animal to its owner if such payment is not made. This fee may be retained by the Society. The Society shall not bill its own costs, fees or the associated charges set forth in this Section to the City.
 - 1.7.03 The City agrees that within a reasonable period not to exceed three (3) business days after it brings a dangerous dog to the Society pursuant to C.R.S. § 18-9-204.5 or equivalent municipal ordinance, the City shall provide the Society with the following information, in writing: (i) the name and address of the animal's owner, (ii) the date that the owner was charged with a violation of C.R.S. § 18-9-204.5 or equivalent municipal ordinance; and (iii) a copy of the Arrest Report or Summons and Citation, subject to applicable records release guidelines as established by the State of Colorado and City of Cherry Hills Village. The City also agrees to provide the Society with any available information as to the status of the pending criminal prosecution against the defendant animal owner (including any request or application for bail) upon request by the Society. The City will cooperate with the Society in its efforts to seek compensation or restitution from the defendant animal owner, the Arapahoe County Victim Compensation Board, or any other source, for charges that are incurred as a result of receiving, keeping or disposing of an animal pursuant to C.R.S. § 18-9-204.5 or equivalent municipal ordinance.

- 1.7.04 The City agrees that animals impounded under a police or court hold for criminal prosecution for municipal code violations or any violations of C.R.S. pertaining to animals, that are awaiting disposition by the courts will be held for up to 15 days by the Society without additional charge. After 15 days, board fees will be charged to the City at the rate of \$10 per day for the care of impounded animals awaiting court disposition. The City agrees to seek compensation or restitution from the defendant animal owner as described above in Section 1.6.03 for board fees charged to the City.
- 1.7.05 The City agrees to notify the Society, as soon as reasonably possible, of situations in which the City plans to impound more than 10 animals that have been removed from a single location or as a result of a single incident.
- 1.8 **Exceptions to the Society's Obligation to Provide Services.** The Society is not obligated to accept animals other than dogs or cats unless authorized by a Society manager or other authorized representative.
- 1.8.01 Seriously sick or seriously injured animals brought to the Facility may be treated or humanely euthanized at the sole option of the Society, following efforts to contact the owner.
- 1.8.02 In the event disposal of an animal is required due to serious illness or injury, the Society shall make all reasonable efforts to identify and notify the owner of the animal's location and condition before humanely euthanizing it, by researching all lost animal reports available to the Society; however, the Society shall not undertake identification efforts which, in its opinion, would unduly prolong suffering of the animal in question.
- 1.8.03 All animals impounded by the City shall be the responsibility of the City until accepted at the Society's Facility or emergency veterinarian location as designated by the Society. Thereafter, all animals shall be responsibility of the Society under the terms of this Agreement
- 1.9 **Reports Required.** The Society will maintain complete and accurate records of impounded animals. These records shall specify the date of impoundment, the reason for impoundment if provided by the City, the general condition of the animal upon arrival or first contact with the Society's employees, efforts to identify and give notice to the owner, the length of animal stay at shelter, treatment and/or disposition of the animal, all associated costs and fees, identity of the reclaiming owner, amounts billed to and collected from the reclaiming owner, and all other billing and collection information required under this Agreement.
- 1.9.01 The Society shall make its impound records and facilities available for inspection by any authorized representative of the City upon written request submitted to the Facilities Coordinator of the Society or the Facility Coordinator's authorized representative at least 24 hours in advance of the requested inspection.
- 1.9.02 The Society shall record and maintain service usage and expense data for each funded program or program component required under this

Agreement and submit quarterly reports in a form mutually agreed upon by the Society and the City.

- 1.10 **Changes to Services.** The City may request a change or changes in the services. Any changes that are mutually agreed upon between the City and the Society shall be made in writing and upon execution by both Parties shall become an amendment to this Agreement.
- 1.11 **Independent Contractor.** The Society shall perform the services as an independent contractor and shall not be deemed by virtue of this Agreement to have entered into any partnership, joint venture, employer/employee or other relationship with the City other than as a contracting party and independent contractor. The City shall not be obligated to secure, and shall not provide, any insurance coverage or employment benefits of any kind or type to or for the Society or the Society's employees, sub-consultants, contractors, agents, or representatives, including coverage or benefits related but not limited to: local, state, or federal income or other tax contributions; insurance contributions (e.g., FICA); workers' compensation; disability, injury, or health; professional liability insurance, errors and omissions insurance; or retirement account contributions.
- 1.12 **Standard of Performance.** In performing the services, the Society shall use that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing in the State of Colorado. The Society represents to the City that the Society is, and its employees performing such services are, properly licensed and/or registered within the State of Colorado for the performance of the services (if licensure and/or registration is required by applicable law) and that the Society and employees possess the skills, knowledge, and abilities to competently, timely, and professionally perform the services in accordance with this Agreement.
 - 1.12.01 The Society shall promptly inform the City concerning ambiguities and uncertainties related to the Society's performance that are not addressed by the Agreement.
 - 1.12.02 The Society shall provide all of the services required in the Agreement in a timely and professional manner.
 - 1.12.03 The Society shall promptly comply with any written City request for the City or any of its duly authorized representatives to reasonably access and review any books, documents, papers, and records of the Society that are pertinent to the Society's performance under this Agreement for the purpose of the City performing any review of the services.
 - 1.12.04 The Society shall comply with all applicable federal, state and local laws, ordinances, regulations, and resolutions.
 - 1.12.05 The Society shall be responsible at the Society's expense for obtaining, and maintaining in a valid and effective status, all licenses and permits necessary to perform the services unless specifically stated otherwise in this Agreement.
- 1.13 **Humane Services.** The Society shall provide humane and quality care to all animals under the terms of this Agreement.

2.0 COMPENSATION

- 2.1 **Compensation for Services.** Within thirty (30) days of execution of this Agreement by the City, the City shall compensate the Society the annual sum of five thousand three hundred and ninety dollars (\$5,390.00) for the services described in Section 1.0, from the effective date through December 31, 2015. The City shall pay this sum in a lump sum payment.
- 2.2 **Non-reimbursable Costs, Charges, Fees, or Other Expenses.** Any fee, cost, charge, or expense not specified in this Agreement that is incurred by the Society shall be deemed a non-reimbursable cost and shall be borne by the Society and shall not be billed or invoiced to the City and shall not be paid by the City.
- 2.3 **Increases in Compensation.** Any increases or modification of compensation shall be subject to the approval of the City and shall be made only by a written amendment of the Agreement executed by both Parties.

3.0 TERM AND TERMINATION

- 3.1 **Term.** This Agreement shall be effective from the Effective Date first mentioned above and shall terminate at 11:59 p.m. on December 31, 2015 ("Initial Term").
- 3.1.2 **Renewal.** The Parties may renew this Agreement for up to three additional one year terms upon such terms and conditions mutually agreed upon in writing through a letter agreement signed by both Parties.
- 3.2 **Unilateral Termination.** This Agreement may be terminated by either Party for any or no reason upon written notice delivered to the other at least ninety (90) days prior to termination. In the event of the exercise of the right of unilateral termination as provided by this paragraph:
- A. The Society shall continue to provide the services under this Agreement until the ninety (90) day notice period has passed, unless otherwise provided in any notice of termination delivered by the City;
- B. All finished or unfinished documents, data, studies and reports prepared by the Society pursuant to this Agreement shall be delivered by the Society to the City and shall become the property of the City; and
- 3.3 **Termination for Non-Performance.** Should a Party to this Agreement fail to materially perform in accordance with the terms and conditions of this Agreement, this Agreement may be terminated by the performing Party if the performing Party first provides written notice to the non-performing Party which notice shall specify the non-performance, provide both a demand to cure the non-performance and reasonable time to cure the non-performance, and state a date upon which the Agreement shall be terminated if there is a failure to timely cure the non-performance. For purpose of this Subsection, "reasonable time" shall be not less than five (5) business days. Provided that notice of nonperformance is provided in accordance with this Subsection, nothing in this Subsection shall prevent, preclude, or limit any claim or action for default or breach of contract resulting from non-performance by a Party.

- 3.4 **Delivery of Notice of Termination.** Any notice of termination permitted by this Section shall be addressed to the person signing this Agreement on behalf of the Society or to the City Manager at the address shown below or such other address as either Party may notify the other of and shall be deemed given upon delivery if personally delivered, or forty-eight (48) hours after deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested.
- 3.5 **Termination Payment.** Upon termination of this Agreement for any reason other than nonrenewal, the Society shall refund to the City a prorated share of the annual compensation amount for that portion of the then-remaining term.

4.0 INSURANCE

- 4.1 **Insurance Generally.** The Society shall obtain and shall continuously maintain during the term of this Agreement insurance of the kind and in the minimum amounts specified ("Required Insurance"):
- A. Worker's Compensation Insurance in the minimum amount required by applicable law for all employees and other persons as may be required by law. Such policy of insurance shall be endorsed to include the City as a Certificate Holder.
 - B. Comprehensive General Liability insurance with minimum combined single limit for each occurrence of One Million Dollars (\$1,000,000.00) and of One Million Dollars (\$1,000,000.00) aggregate. The policy shall be applicable to all premises and all operations of the Society. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual up to the underlying limits, independent contractors, products, and completed operations. The policy shall contain a severability of interests provision. Coverage shall be provided on an "occurrence" basis as opposed to a "claims made" basis. Such insurance shall be endorsed to name the City as a Certificate Holder and name the City, and its elected officials, officers, employees and agents as additional insured parties.
 - C. Professional Liability (errors and omissions) Insurance with a minimum limit of coverage of One Million Dollars (\$1,000,000.00) per claim and annual aggregate. Such policy of insurance shall be obtained and maintained for one (1) year following completion of all services under this Agreement. Such policy of insurance shall be endorsed to include the City as a Certificate Holder. The Required Insurance shall be procured and maintained with insurers with an A- or better rating as determined by Best's Key Rating Guide. All Required Insurance shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by the Society.
- 4.2 **Additional Requirements for Insurance.** In addition to specific requirements imposed on insurance by this Section and its subsections, insurance shall conform to all of the following:

- A. All policies of insurance shall be primary insurance, and any insurance carried by the City, its officers, or its employees shall be excess and not contributory insurance to that provided by the Society; provided, however, that the City shall not be obligated to obtain or maintain any insurance whatsoever for any claim, damage, or purpose arising from or related to this Agreement and the services provided by the Society. The Society shall not be an insured party for any City-obtained insurance policy or coverage.
- B. The Society shall be solely responsible for any deductible losses.
- C. Every policy of insurance shall provide that the City will receive notice no less than thirty (30) days prior to any cancellation, termination, or a material change in such policy.

4.3 **Failure to Obtain or Maintain Insurance.** The Society's failure to obtain and continuously maintain policies of insurance in accordance with this Section and its subsections shall not limit, prevent, preclude, excuse, or modify any liability, claims, demands, or other obligations of the Society arising from performance or non-performance of this Agreement. Failure on the part of the Society to obtain and to continuously maintain policies providing the required coverage, conditions, restrictions, notices, and minimum limits shall constitute a material breach of this Agreement upon which the City may immediately terminate this Agreement, or, at its discretion, the City may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by the City shall be repaid by the Society to the City immediately upon demand by the City, or at the City's sole discretion, the City may offset the cost of the premiums against any monies due to the Society from the City pursuant to this Agreement.

4.4 **Insurance Certificates.** Prior to commencement of any services under this Agreement, the Society shall submit to the City certificates of insurance for all Required Insurance. Insurance limits, term of insurance, insured parties, and other information sufficient to demonstrate conformance with this Section and its subsections shall be indicated on each certificate of insurance. The City may request and the Society shall provide within three (3) business days of such request a current certified copy of any policy of Required Insurance and any endorsement of such policy. The City may, at its election, withhold payment for services until the requested insurance policies are received and found to be in accordance with the Agreement.

5.0 REMEDIES

In addition to any other remedies provided for in this Agreement, and without limiting its remedies available at law, the City may exercise the remedial actions outlined in Section 3.3 Termination for Nonperformance, if the Society substantially fails to perform the duties and obligations of this Agreement. Substantial failure to perform the duties and obligations of this Agreement shall mean a significant, insufficient, incorrect, or improper performance, activities or inactions by the Society.

6.0 MISCELLANEOUS PROVISIONS

6.1 **No Waiver of Rights.** A waiver by any Party to this Agreement of the breach of any term or provision of this Agreement shall not operate or be construed as a

waiver of any subsequent breach by either Party. The City's approval or acceptance of, or payment for, services shall not be construed to operate as a waiver of any rights or benefits to be provided under this Agreement. No covenant or term of this Agreement shall be deemed to be waived by the City except in writing signed by the City Council or by a person expressly authorized to sign such waiver by resolution of the City Council, and any written waiver of a right shall not be construed to be a waiver of any other right or to be a continuing waiver unless specifically stated.

- 6.2 **No Waiver of Governmental Immunity.** Nothing in this Agreement shall be construed to waive, limit, or otherwise modify any governmental immunity that may be available by law to the City, its officials, employees, contractors, or agents, or any other person acting on behalf of the City and, in particular, governmental immunity afforded or available pursuant to the Colorado Governmental Immunity Act, Title 24, Article 10, Part 1 of the Colorado Revised Statutes.
- 6.3 **Equal Employment Opportunity.** The Society will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Society will ensure applicants are employed, and employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- 6.4 **Binding Effect.** The Parties agree that this Agreement, by its terms, shall be binding upon the successors, heirs, legal representatives, and assigns; provided that this Section shall not authorize assignment.
- 6.5 **No Third Party Beneficiaries.** Nothing contained in this Agreement is intended to or shall create a contractual relationship with, cause of action in favor of, or claim for relief for, any third party, including any agent, sub-consultant or subcontractor of the Society. Absolutely no third party beneficiaries are intended by this Agreement. Any third-party receiving a benefit from this Agreement is an incidental and unintended beneficiary only.
- 6.6 **Article X, Section 20/T ABOR.** The Parties understand and acknowledge that the City is subject to Article X, § 20 of the Colorado Constitution ("TABOR"). The Parties do not intend to violate the terms and requirements of TABOR by the execution of this Agreement. It is understood and agreed that this Agreement does not create a multi-fiscal year direct or indirect debt or obligation within the meaning of TABOR and, therefore, notwithstanding anything in this Agreement to the contrary, all payment obligations of the City are expressly dependent and conditioned upon the continuing availability of funds beyond the term of the City's current fiscal period ending upon the next succeeding December 31. Financial obligations of the City payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in accordance with the rules, regulations, and resolutions of the City, and other applicable law. Upon the failure to appropriate such funds, this Agreement shall be terminated.

- 6.7 **Governing Law, Venue, and Enforcement.** This Agreement shall be governed by and interpreted according to the law of the State of Colorado. Venue for any action arising under this Agreement shall be in the appropriate court for Arapahoe County, Colorado. The Parties agree that the rule that ambiguities in a contract are to be construed against the drafting party shall not apply to the interpretation of this Agreement.
- 6.8 **Survival of Terms and Conditions.** The Parties understand and agree that all terms and conditions of the Agreement that require continued performance, compliance, or effect beyond the termination date of the Agreement shall survive such termination date and shall be enforceable in the event of a failure to perform or comply.
- 6.9 **Assignment and Release.** All or part of the rights, duties, obligations, responsibilities, or benefits set forth in this Agreement shall not be assigned by the Society without the express written consent of the City Council for the City. Any written assignment shall expressly refer to this Agreement, specify the particular rights, duties, obligations, responsibilities, or benefits so assigned, and shall not be effective unless approved by resolution or motion of the City Council for the City. No assignment shall release the Society from performance of any duty, obligation, or responsibility unless such release is clearly expressed in such written document of assignment.
- 6.10 **Headings.** The captions in this Agreement are for the convenience and reference of the Parties and are not intended in any way to define, limit or describe the scope or intent of this Agreement.
- 6.11 **Integration and Amendment.** This Agreement represents the entire and integrated agreement between the City and the Society and supersedes all prior negotiations, representations, or agreements, either written or oral. Any amendments to this Agreement must be in writing and be signed by both the City and the Society.
- 6.12 **Severability.** Invalidation of any of the provisions of this Agreement or any paragraph, sentence, clause, phrase, or word herein or the application thereof in any given circumstance shall not affect the validity of any other provision of this Agreement.
- 6.13 **Employment of or Contracts with Illegal Aliens.** The Society shall not knowingly employ or contract with an illegal alien to perform work under this Agreement. The Society shall not contract with a subcontractor that fails to certify that the subcontractor does not knowingly employ or contract with any illegal aliens. By entering into this Agreement, the Society certifies as of the date of this Agreement that it does not knowingly employ or contract with an illegal alien who will perform work under this Agreement and that the Society will participate in the e-verify program or department program in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under this Agreement. The Society is prohibited from using either the e-verify program or the department program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed. If the Society obtains actual knowledge that a subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien, the Society shall

be required to notify the subcontractor and the City within three (3) days that the Society has actual knowledge that a subcontractor is employing or contracting with an illegal alien. The Society shall terminate the subcontract if the subcontractor does not stop employing or contracting with the illegal alien within three (3) days of receiving the notice regarding the Society's actual knowledge. The Society shall not terminate the subcontract if, during such three days, the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien. The Society is required to comply with any reasonable request made by the Department of Labor and Employment in the course of an investigation undertaken to determine compliance with this provision and applicable state law. If the Society violates this provision, the City may terminate this Agreement, and the Society may be liable for actual damages incurred by the City, notwithstanding any limitation on such damages provided by such Agreement.

6.14 **Right to Contract.** The Society shall have the right to provide animal sheltering and other services to other governmental entities as long as such activities do not interfere with the Society's obligations in this Agreement.

6.15 **Notices.** Any notice required or permitted by this Agreement shall be in writing and shall be deemed to have been sufficiently given for all purposes if sent by certified mail or registered mail, postage and fees prepaid, addressed to the Party to whom such notice is to be given at the address set forth below or at such other address as has been previously furnished in writing, to the other Party. Such notice shall be deemed to have been given when deposited in the United States Mail properly addressed to the intended recipient.

If to the City:

City Manager
City of Cherry Hills Village
2450 East Quincy Avenue
Cherry Hills Village, CO 80113

If to the Society:

Shelter Director
Humane Society of the South Platte Valley
2129 W. Chenango Avenue
Littleton, Colorado 80120

With Copy to:
City Attorney
City of Cherry Hills Village
2450 East Quincy Avenue
Cherry Hills Village, CO 80113

7.0 AUTHORITY

The individuals executing this Agreement represent that they are expressly authorized to enter into this Agreement on behalf of City and the Society and bind their respective entities.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the City and the Society have executed this Agreement as of the above date.

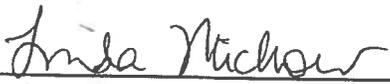
CITY:

CITY OF CHERRY HILLS VILLAGE, a Colorado home rule municipal corporation

BY: 
Laura Christman, Mayor

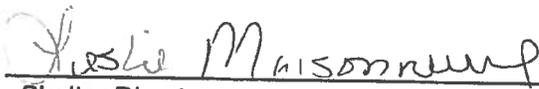
DATE: 1/12/, 2015

APPROVED AS TO FORM:


City Attorney

CONTRACTOR:

Humane Society of the South Platte Valley, Inc.,
a Colorado nonprofit corporation

BY: 
Shelter Director

DATE: 1/7, 2015



CERTIFICATE OF LIABILITY INSURANCE

HUMASOC-02

DMCGEE

DATE (MM/DD/YYYY)

1/27/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER TrueNorth PO Box 847 Longmont, CO 80502	CONTACT NAME: Debbie McGee	
	PHONE (A/C No, Ext): (303) 776-5122 FAX (A/C No): (303) 776-5495 E-MAIL ADDRESS: dmcgee@truenorthcompanies.com	
INSURED Humane Society of the South Platte Valley 2129 West Chenango Avenue, #A Littleton, CO 80120	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Great American Assurance Company	26344
	INSURER B: Great American Insurance Company	16691
	INSURER C: Great American Alliance Insurance Company	26832
	INSURER D: Pinnacle Assurance Company	41190
INSURER E:		
INSURER F:		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			PAC0660801	01/01/2015	01/01/2016	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							EMPLOYEE BENEFIT \$ 1,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			CAP0660802	01/01/2015	01/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			UMB0680803	01/01/2015	01/01/2016	EACH OCCURRENCE \$ 1,000,000
							AGGREGATE \$ 1,000,000
							\$
							DED <input checked="" type="checkbox"/> RETENTION \$ 10,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below			4135104	01/01/2015	01/01/2016	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E L EACH ACCIDENT \$ 100,000
							E L DISEASE - EA EMPLOYEE \$ 100,000
							E L DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Certificate holder is shown as additional insured with respects to General Liability per written contract

CERTIFICATE HOLDER**CANCELLATION**

City of Cherry Hills Village 2450 East Quincy Avenue Cherry Hills Villag, CO 80113	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--

CHERRY HILLS VILLAGE

COLORADO

2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
www.cherryhillsvillage.com

Village Center
Telephone 303-789-2541
FAX 303-761-9386

ITEM: 8a

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF THE CITY COUNCIL

FROM: JAY GOLDIE, PUBLIC WORKS DIRECTOR/DEPUTY CITY MANAGER

THROUGH: LINDA MICHOW, CITY ATTORNEY

CC: RACHEL HODGSON, COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: REQUEST FOR VARIANCE FROM MUNICIPAL CODE SECTION 16-5-30(b) CONCERNING MINIMUM LOT AREA FOR APPROVAL OF MINOR LOT ADJUSTMENT (CONTINUED FROM AUGUST 16, 2016, SEPTEMBER 20, 2016, AND OCTOBER 18, 2016)

DATE: NOVEMBER 15, 2016

APPLICANT

David S. Mosteller and 80 South Santa Fe Development Company, LLC (collectively, "applicant")

LOCATION

1550 E. Oxford Lane and 4180 S. Humboldt Street, South Broadway Heights Subdivision (See Exhibit A for vicinity map)

REQUEST

The applicant has submitted two related applications for approval by the City. Specifically, the applicant requests: (1) approval of a minimum lot area variance from Municipal Code Section 16-5-30(b) in order to seek (2) approval of a minor lot adjustment plat. The applicant owns or controls both 1550 E. Oxford Lane and 4180 S. Humboldt Street (See Exhibit B for application materials). The minimum lot area variance is necessary because the Humboldt Street lot already is non-conforming in lot area and the proposed, reconfigured Humboldt lot will also fail to meet the minimum lot area for the R-1 zone district, which is a criterion of approval for a minor lot adjustment plat. **The minor lot adjustment plat is separate from the variance request, and is approved administratively by staff.**

The Cherry Hills Municipal Code sets forth two different variance procedures under Chapter 16 (zoning) and under Chapter 17 (subdivision). The applicant seeks approval of a minimum lot

CHERRY HILLS VILLAGE COLORADO

area variance pursuant to Section 17-3-420 of the Subdivision Regulations in order to allow for approval of a minor lot adjustment that will readjust the lot line dividing the subject properties. The purpose of the proposed lot line adjustment plat is to allow the applicant to build a new 1,078 square-foot guest house that meets the required accessory structure setbacks for the R-1 zone district in addition to the existing 1,889 square-foot barn on the Humboldt lot.

According to the City's building permit records, construction of the barn was approved in 2005 as an agricultural use¹ for the Humboldt lot (See Exhibit C for City zoning letter). Municipal Code Section 16-5-30(g) states that only three accessory and/or recreational structures shall be permitted on a lot in the R-1 zone district and the total area of the structures cannot exceed 1,100 square feet. The existing barn serves as the primary structure for the Humboldt lot, and the proposed guest house would serve as an accessory structure to the barn (see Exhibit D). Section 16-14-20 of the Municipal Code allows non-conforming lots to be developed with structures through the issuance of building permits subject to all applicable Code requirements.

ZONING & LAND USE

The subject properties are zoned R-1, 2 ½-acre residential district. According to Arapahoe County Assessor records, the Oxford lot is 2.71 net acres and the Humboldt lot is 1.22 net acres. The Oxford lot has a 5,700 square-foot home that was built in 1978. The Cherry Hills Country Club borders the Oxford lot to the east and Humboldt Street borders the Humboldt lot to the west. The north and south sides of the properties are surrounded by lots that are zoned R-1 and developed with single family residences.

CODE REQUIREMENTS

Per Municipal Code Sec. 17-6-40, minor lot adjustment applications may be approved administratively by City staff, but only when the proposal does not create, result in or leave a lot that fails to conform to any applicable zoning standard. Section 16-5-30(b) of the Municipal Code establishes the minimum lot area in the R-1 district at 2 ½ acres. The proposed lot line configuration for the Humboldt lot results in a lot area of 1.65 acres. Therefore, a minimum lot area variance must first be approved before the minor adjustment application can be considered administratively.

Municipal Code Section 17-3-420 outlines the approval criteria that the City Council must use in determining whether or not to approve a variance request. For approval, the City Council must find that the request meets all criteria, as outlined in the table on page 4 of this staff report.

Notice procedures for variance requests are outlined in Municipal Code Sec. 17-3-420(f). The applicant is required to publish notice of the date, time, place and purpose of the public hearing and post a notice sign on the property at least 15 days prior to the hearing. The applicant has met all notice requirements, and notice of the public hearing was published in the July 21, 2016 edition of *The Villager*. The public hearing has been continued by City Council two times. To date, staff has not received any comment letters.

¹ Agricultural uses are permitted in the R-1 zone district. Section 16-5-19 defines "Agricultural" to include raising of livestock, and includes stabling horses.

CHERRY HILLS VILLAGE
COLORADO

STAFF ANALYSIS

The table on the following pages represents staff's analysis of the proposal based on each approval criteria outlined in Section 17-3-420 of the Municipal Code.

Table 1: Approval Criteria with Staff Findings

Criterion	Staff Finding
<i>1) Unusual topographical or other exceptions conditions or circumstances not caused by action of the subdivider require such variance, modification or waiver.</i>	Affirmative: Staff finds that the existing non-conforming lot area of the Humboldt lot results in an exceptional condition that impacts the location of structures. The applicant is required to meet the same setback requirements as other properties in the R-1 zone district, which in conjunction with the area of the lot creates a limited building envelope. This condition was not caused by action of the applicant.
<i>2) The granting thereof will not adversely affect the general public nor have the effect of nullifying the intent and purpose of these regulations.</i>	Affirmative: The purpose of the lot line adjustment procedures is to establish procedures to facilitate the efficient processing of applications for simple adjustment of lot lines that will bring properties into greater conformance with the requirements of the Municipal Code. Staff finds that the granting of the variance will not adversely affect the general public nor have the effect of nullifying the intent and purpose of these regulations. The reconfigured non-conforming Humboldt lot will increase in size from 1.44 acres to 1.65 acres, thus reducing the amount of non-conformance.
<i>3) Reasonable protections are afforded adjacent properties.</i>	Affirmative: The proposed lot line adjustment will increase the Humboldt lot from 1.44 acres to 1.65 acres, and the Oxford lot will be reduced from 2.66 acres to 2.5 acres. Staff finds that the variance will not have an adverse impact on adjacent properties that requires reasonable protections. Staff has not received any letters in support or opposition of the request from neighboring property owners.
<i>4) The requested variance will not have an adverse impact on the character of the neighborhood or have an adverse effect on the physical or environmental conditions of the surrounding properties.</i>	Affirmative: The proposed lot line adjustment will increase the Humboldt lot from 1.44 acres to 1.65 acres, and the Oxford lot will be reduced from 2.66 acres to 2.5 acres. The proposed lot line adjustment will increase the area of the Humboldt lot, thereby reducing the amount of non-conformance. Staff finds that the variance will not have an adverse impact on the character of the neighborhood or have an adverse effect on the physical or environmental conditions of surrounding properties. Staff has not received any letters in support or opposition of the request from neighboring property owners.
<i>5) The variance is the minimum variance necessary to alleviate the exceptional condition or circumstance.</i>	Affirmative: The combined area of the Humboldt and Oxford lots is 4.1 acres. The proposed lot line adjustment will increase the Humboldt lot from 1.44 acres to 1.65 acres, and the Oxford lot will be reduced from 2.66 acres to 2.5 acres. Therefore, any lot line adjustment will result in a non-conforming lot area for the Humboldt lot in order for the Oxford lot to remain in compliance. Staff finds that the variance is the minimum variance necessary to alleviate the exceptional condition of the existing non-conforming lot area.
<i>6) In no case shall a variance be granted for a lot that is not lawful under the provisions of Municipal Code Sec. 16-14-10.</i>	Affirmative: The current area of the Humboldt lot is 1.44 acres. Staff has determined that the property is legally non-conforming as a residence was constructed in 1942. A lot that was not legally established but on which a residence was located prior to

CHERRY HILLS VILLAGE

COLORADO

	September 6, 1987 is to be considered legally non-conforming. Staff finds that the variance will be for a lot that is lawful under the provisions of Municipal Code Sec. 16-14-10.
7) <i>In no case shall a minimum lot area variance be in conflict with the objectives of the City's Master Plan.</i>	Affirmative: The City's Master Plan states that the Village should maintain the existing land use and development pattern. The proposed lot line adjustment will not affect the land use of the subject properties or impact development patterns as the proposed variance and lot size maintain the existing land uses and development pattern of rural residential. Staff finds that the minimum lot area variance is not in conflict with the objectives of the City's Master Plan.

PLANNING AND ZONING COMMISSION RECOMMENDATION

The Planning and Zoning Commission recommended approval of the variance request on July 12, 2016 with the condition that “the lots be maintained as one ownership” (See Exhibit E for Commission minutes, including verbatim discussion during deliberations). During the public hearing and during the Commission’s deliberations, the applicant agreed that he would not “flip” the property and that he agreed to the proposed condition. Following the Planning and Zoning Commission meeting, City staff and the applicant have discussed the specific terms of the condition and the extent of the proposed restriction. The question of whether the Commission intended the condition to run in perpetuity or only during the applicant’s ownership of the properties is not fully answered by a review of the Commission meeting minutes or audio tape. The applicant has submitted a draft letter which is proposed to address the Commission’s condition of approval (see Exhibit F for applicant’s letter).

CITY COUNCIL INITIAL PUBLIC HEARING

City Council held a public hearing to consider the application on October 18, 2016 at which time the applicant’s representative presented the application to City Council (see Exhibit G for meeting minutes). Council continued the public hearing to November 15, 2016 to allow the applicant to be present and address Council directly and to allow staff additional time to research the issues. Since the October 18, 2016 meeting, City staff has been in communication with the applicant, applicant’s attorney and representative. From these discussions, the applicant is willing to agree to a restrictive covenant recorded against both the Humboldt and Oxford parcels to ensure the parcels will be conveyed together to the same entity or person (grantee). The justification for the restrictive covenant arises from the lot merger provision set forth in Section 16-2-70 of the Municipal Code which provides in subsection (1)(a):

Where two (2) or more contiguous lots of record are under identical ownership upon or after the effective date of this Section (February 25, 2001, hereinafter the “Effective Date”), and all (*sic*), one (1) or more of such contiguous lots fails to conform to the applicable minimum lot area requirement for such lots, all such contiguous lots of record shall be merged and considered for the purpose of this Chapter and of Chapter 17 of this Code as a single and undivided lot.

Based on staff’s research, David S. Mosteller acquired the Oxford lot and the Humboldt lot by warranty deed from Jody M. Goff as to the Oxford lot and James Goff as to the Humboldt lot;

CHERRY HILLS VILLAGE
COLORADO

said deed is dated June 23, 2014 and was recorded on June 25, 2014 at Reception No. D4054750 in the real property records of Arapahoe County, Colorado (the “Goff Deed”) (see Exhibit G). Mr. Mosteller held and maintained sole ownership of both lots from the date of recording of the Goff Deed until December 23, 2014 when Mosteller conveyed the Humboldt lot by special warranty deed to 80 South Santa Fe Development Company, LLC (“Santa Fe”), a Colorado limited liability company of which Mr. Mosteller is the sole member or managing member. The Humboldt lot deed is dated December 23, 2014 and was recorded on December 24, 2014 at Reception No. D4120547 in the real property records of Arapahoe County, Colorado (see Exhibit H). Due to the nonconforming size of the Humboldt lot, both lots effectively merged on or after the date of recording of the Goff Deed when Mr. Mosteller acquired title to both the Oxford lot and the Humboldt lot. However, this “automatic” lot merger is complicated by the subsequent conveyance of the Humboldt lot to Santa Fe. The restrictive covenant would address the lot merger requirement in the Municipal Code while allowing Mr. Mosteller and Santa Fe to retain separate ownership of the lots until such time as he and Santa Fe convey or dispose of the lots. The form of restrictive covenant is attached as Exhibit I.

STAFF RECOMMENDATION

Staff recommends conditional approval of the minimum lot area variance based on the findings in Table 1 above and the proposed condition of approval to encumber the subject properties with a restrictive covenant. Staff finds that the applicant has met all required criteria. The City Council may arrive at different findings based on the evidence presented at the public hearing and analysis of the review criteria. The following motion includes the recommended condition of approval imposed by Planning and Zoning Commission (restated in legally enforceable terms); however, City Council may decide to reject the condition of approval, modify it or deny the application in its entirety.

PROPOSED MOTION

“I move to approve the request by David S. Mosteller for a minimum lot area variance from Municipal Code Section 16-5-30(b) based on the findings of fact set forth in the staff report dated November 15, 2016, and subject to the following condition of approval:

That the City, David S. Mosteller and 80 South Santa Fe Development Company, LLC execute a restrictive covenant, in substantially the same form as attached to the November 15, 2016 staff report as Exhibit I subject to modifications approved by the Mayor and City Attorney that do not substantially change the intent of the restrictive covenant.

In support of this motion, the City Council finds that the proposed variance meets all of the approval criteria set forth in Municipal Code Section 17-3-420 as outlined in Table 1 of the November 15, 2016 staff memorandum.”

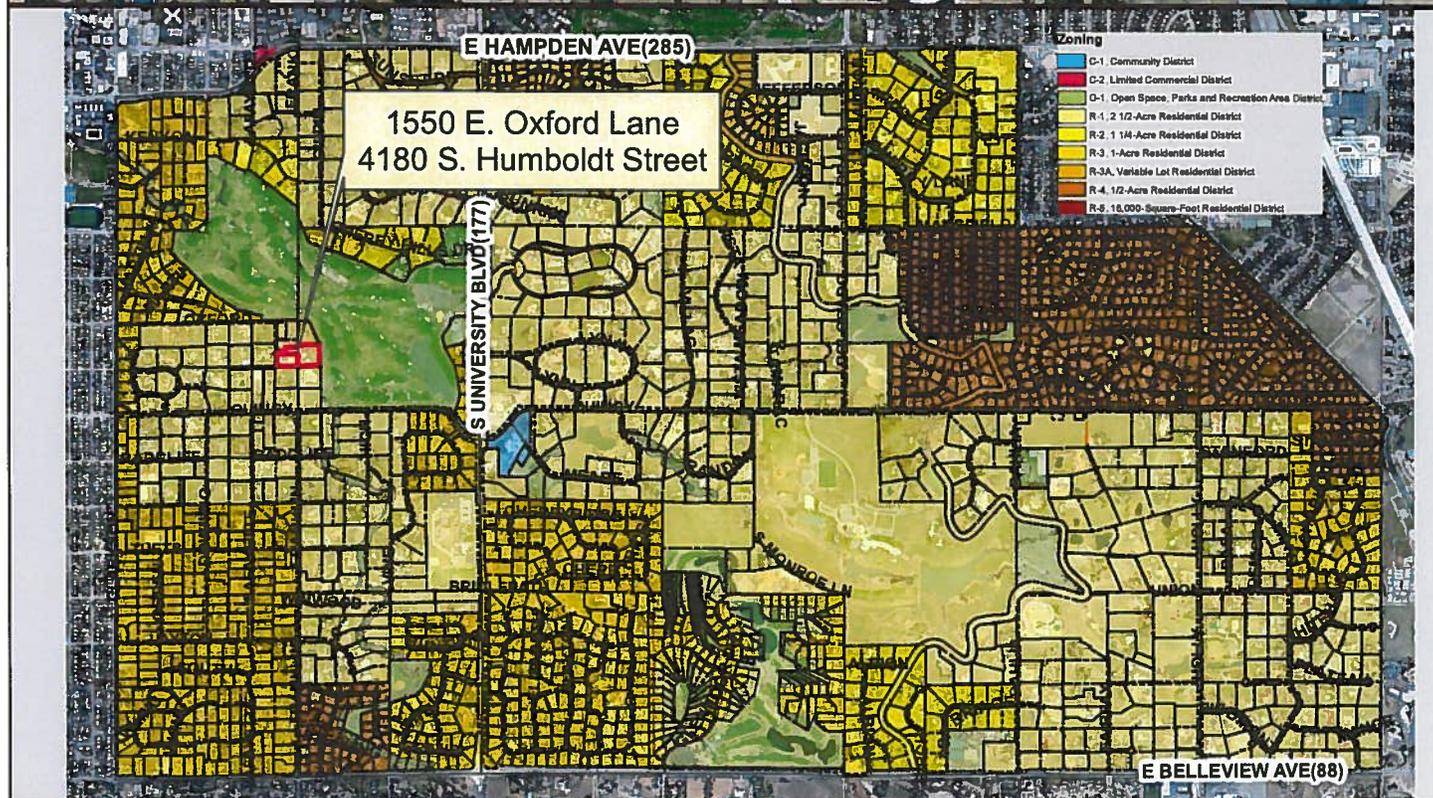
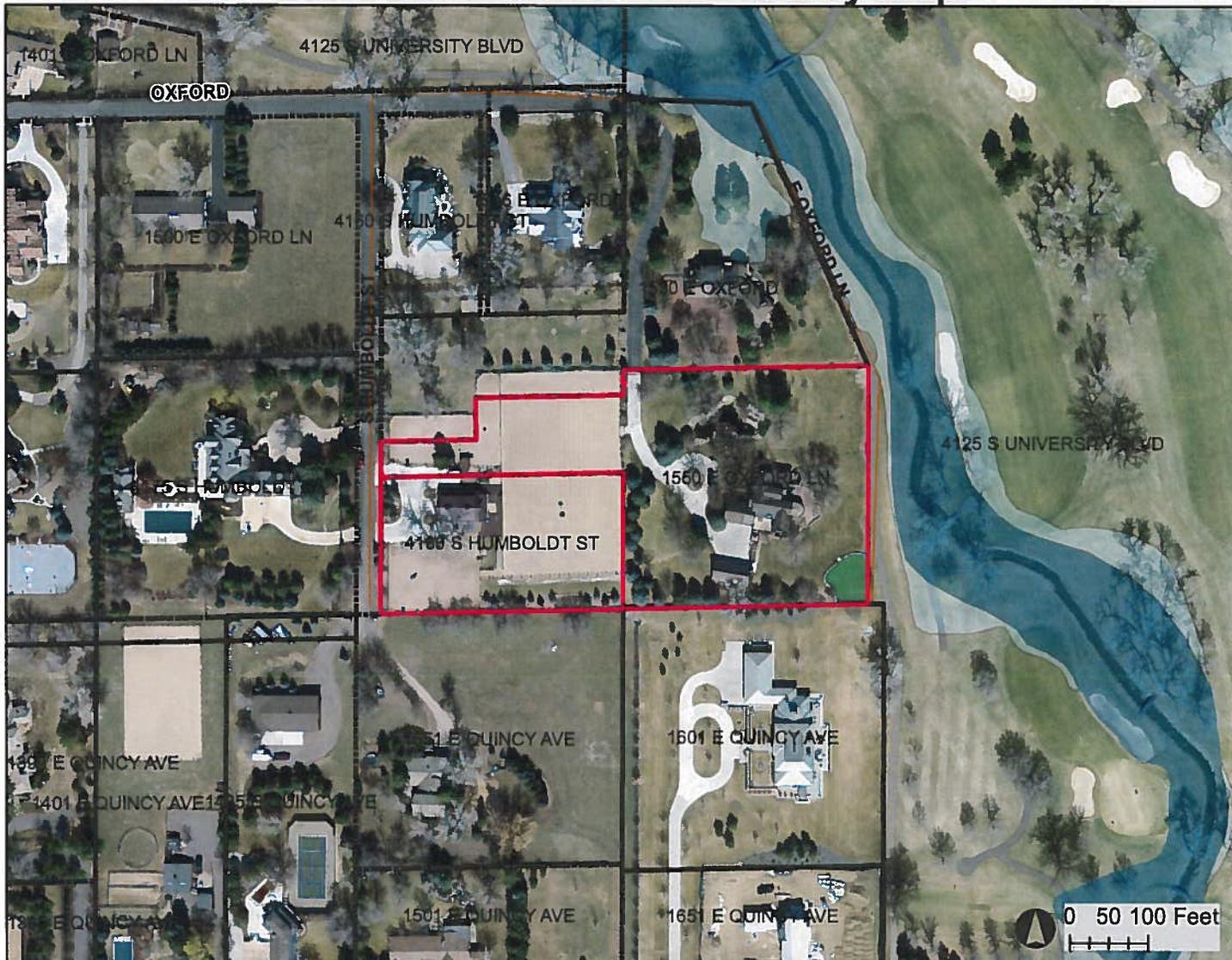
ATTACHMENTS

- Exhibit A: Vicinity Map
- Exhibit B: Application Materials
- Exhibit C: July 24, 2016 City Zoning Letter
- Exhibit D: May 24, 2005 City Zoning Letter
- Exhibit E: July 12, 2016 Planning and Zoning Commission Minutes and Verbatim Minutes

CHERRY HILLS VILLAGE
COLORADO

Exhibit F: October 2, 2016 Letter from David S. Mosteller to Mayor and City Council
Exhibit G: October 15, 2016 City Council Meeting Minutes
Exhibit H: Goff Deed
Exhibit I: Humboldt Deed
Exhibit J: Form of Restrictive Covenant

Oxford/Humboldt Lots Vicinity Map





April 12, 2016

Robert A. Zuccaro, AICP, CPM
Community Development Director
City of Cherry Hills Village
2450 E Quincy Ave.
Cherry Hills Village, CO 80113

RE :4180 S Humboldt St
Variance Request from Municipal Code Section 16-5-30(b),
minimum Lot area for the R-1 Zone District. (2.5 acers minimum size)

This request is part of a Minor Lot Line Adjustment of two existing Parcels, both under the same ownership, and being utilized as one overall property. The primary residence is located on Parcel 1 and Horse Barn/Stables/Riding area on Parcel 2. The intent of this request is to allow for the reconfiguration of Parcel 2, (currently a Non-Conforming Lot, due to its lots size of 1.44 acers), to a new configuration of 1.65 acers, allowing for the ability to build and an Accessory Structure within the allowed zoning setbacks and zoning criteria in the R-1 zone district. This reconfiguration maintains the minimum Lot size requirement for Parcel 1, and maintains compliance with all current R-1 zoning requirements. This request meets the City criteria of Municipal Code Section 17-3-420 (d) as follows:

(d) Criteria for granting variances. When considering the Commission's recommendation, approval of variances shall be based fundamentally on findings that unusual topographical or other exceptional conditions or circumstances not caused by action of the subdivider require such variance, modification or waiver;

Having a lot size below 2.5 acers in the 2.5 acre zone district creates a hardship which is a criterion that needs to be met in order to approve a variance.

and that the granting thereof will not adversely affect the general public nor have the effect of nullifying the intent and purpose of these regulations. In addition to those findings, no approval of any variance under this Section shall be granted unless the Council finds that:

d.(1) Reasonable protections are afforded adjacent properties;

- 1. The setbacks to adjacent property are being maintained per the R-1 zoning code.**
- 2. No existing perimeter Landscaping or Trees are being removed, and additional landscaping will be provided to enhance the accessory residence.**
- 3. The perimeter property lines of the parcels remains the same.**

d.(2) The requested variance will not have an adverse impact on the character of the neighborhood or have an adverse effect on the physical or environmental conditions of the surrounding properties; and

- 1. The proposed Accessory Structure has been designed to mirror the design and quality of the existing Horse Barn and Stables and is intended to be used as a caretakers quarters. It will not have an adverse impact on the character of the neighborhood.**
- 2. The proposed Accessory Structure has no physical or environmental conditions that will affect any of the surrounding properties.**

d.(3) The variance is the minimum variance necessary to alleviate the exceptional condition or circumstance.

- 1. Parcel 2 is currently non-conforming in lot size as a result of the R-1 Zone as established by the City at this location, requiring a minimum of 2.5 acers.**
- 2. All other requirements of the R-1 zone remain in compliance with the exception of Lot size that currently is non-conforming.**
- 3. This is the minimum variance necessary to alleviate the exceptional condition and existing circumstance and to afford the owner reasonable use of the property similar to other R-1 Zoned lots .**

We feel the conditions stated above clearly supports the approval of this Varience request. Please feel free to contact me any questions.

Sincerley,



Michelle M. Wilson AIA, PLLC
President

OFFICE USE ONLY

Date Recv'd _____

Application Fee \$150

Escrow \$3,000

City of Cherry Hills Village
Application for Lot Consolidation
or Minor Lot Adjustment

Today's Date: _____

Applicant Information

Name MMW AIA PLLC, Attn: Michelle Wilson

Phone 303-885-1969 Fax _____

Email michelle@mmwaia.com

Address 7600 E Arapahoe Road, Suite 202
Centennial, CO 80112

Property Information

Property Owner David S. Mosteller

Property Address 1550 E Oxford Lane & 4180 S Humboldt St
Cherry Hills, CO 80113

Legal Description of Property (Attach Separate Sheets If Necessary) _____
See Attached Sheets

Zoning Classification R-1

Net Property Area 180,638sf/4.1469ac

Gross Property Area 186,748sf/4.2869ac

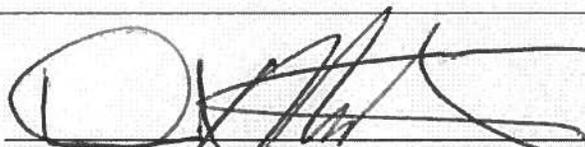
Description of Request

A reconfiguration of existing lot lines to create a R-1 conforming 2.5ac lot , and to create
a R-1 non-conforming lot 1.65ac lot with a Variance request for non-conforming lot size
to allow for an accessory structure.

Type of Application

Lot Consolidation Minor Lot Adjustment

(See Municipal Code Section 17-6-20 for Definitions)


Property Owner Signature _____ Date 3/30/10

OFFICE USE ONLY

Received _____
Pre-Hearing _____
Public Hearing _____
Expiration _____

City of Cherry Hills Village Application for Variance

Today's Date: _____

Applicant Information

Name MMW AIA PLLC, Attn: Michelle Wilson
Phone 303-885-1969 Fax _____
Email michelle@mmwaia.com
Mailing Address 7600 E Arapahoe Rd Suite 202
Centennial, CO 80112

Property Information

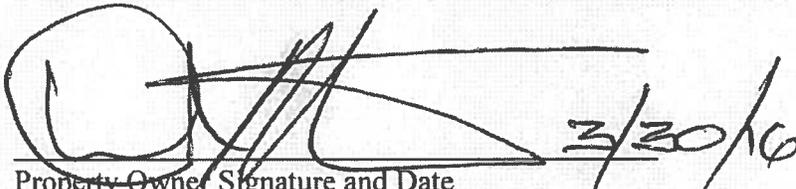
Address 4180 S Humboldt St., Cherry Hills, CO 80113
Legal Description of Property See Attached Sheets

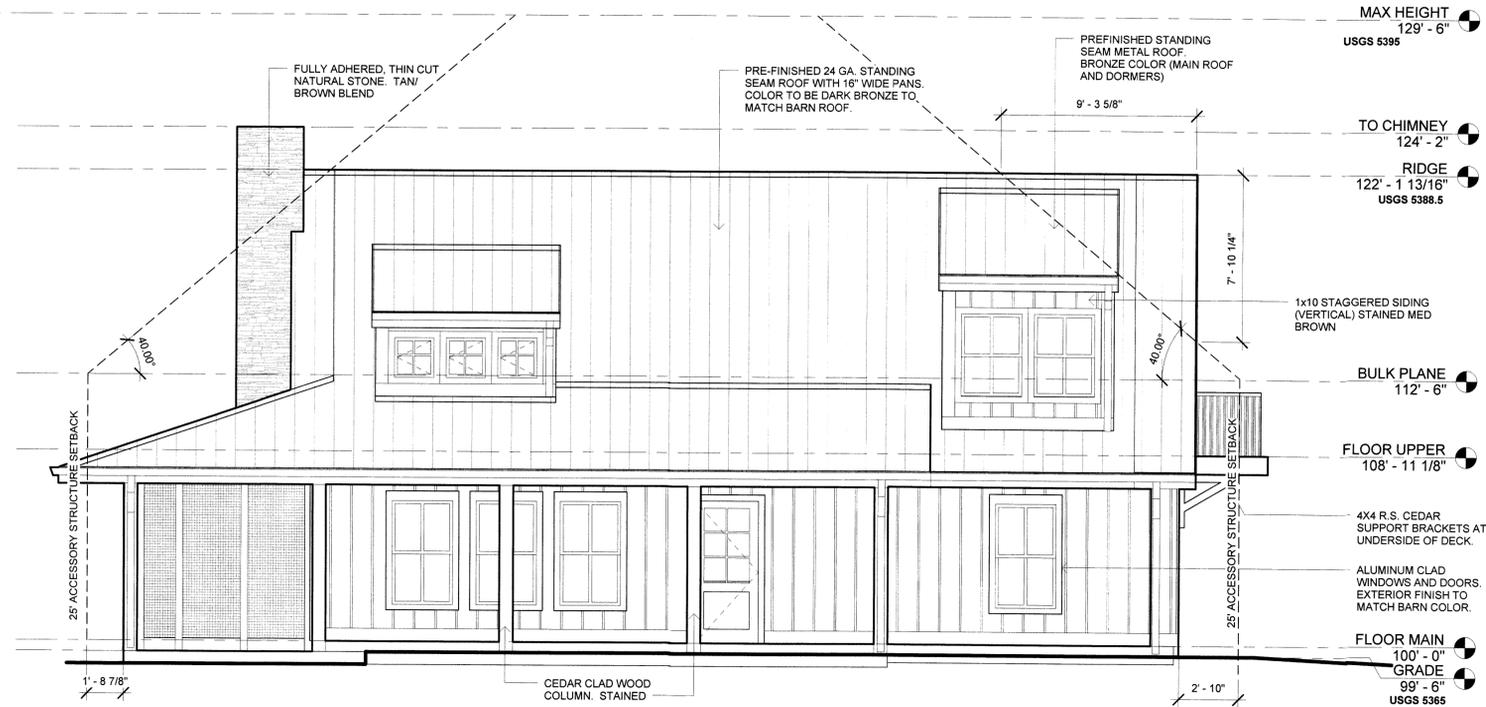
Zoning Classification R-1 Gross Area of Property 1.44 acers
Ordinance Section that Variance is Requested From Municipal Code Section 16-5-30(b),
minimum Lot area for the R-1 Zone District. (2.5 acers minimum size)
Property Owner David S Mosteller

Variance Request (State Specific Amount of Variance if Applicable)

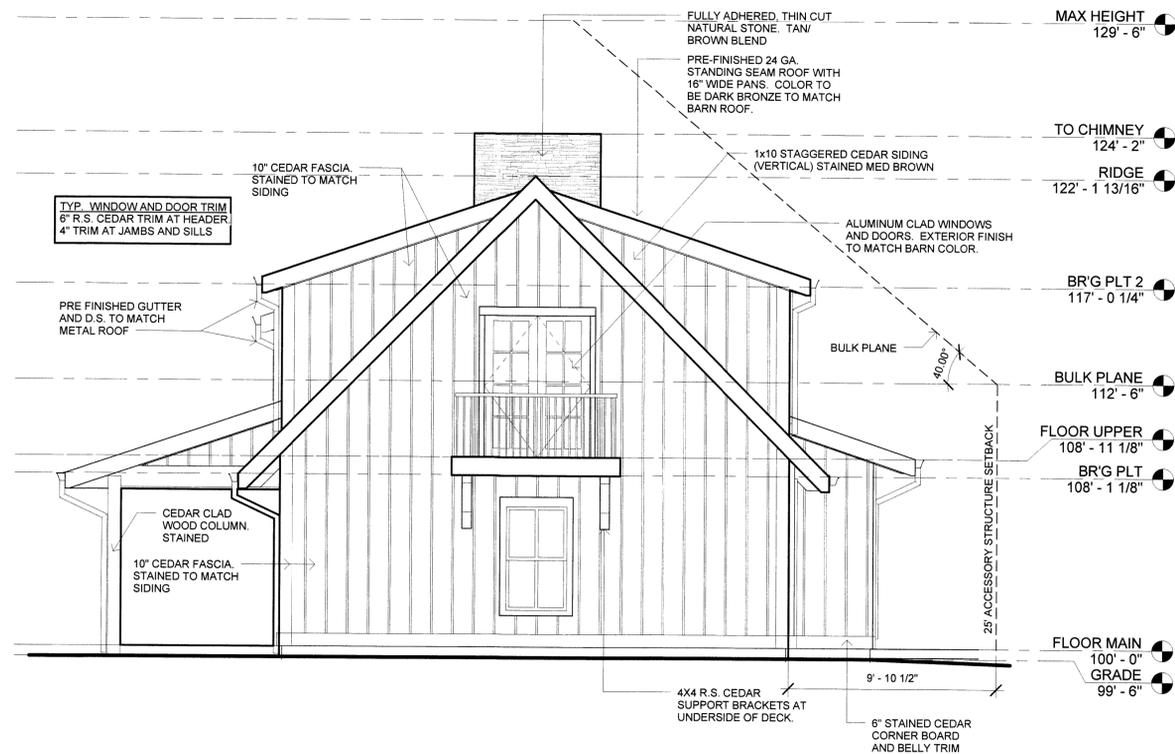
This request is to allow for the reconfiguration of a Lot, currently a Non-Conforming
Lot, of 1.44acers, to a new configuration of 1.65acers.

Provide a separate letter detailing how the request meets each of the variance review criteria outlined in Section 16-3-50(b)(1-9) of the Municipal Code.


Property Owner Signature and Date 3/30/10



1 EXTERIOR ELEVATION SOUTH
1/4" = 1'-0"



2 EXTERIOR ELEVATION EAST
1/4" = 1'-0"

MMW A.I.A. PLLC
A WBE, DBE, SBE FIRM
• 303.771.1962
7600 East Arapahoe rd suite 202
Centennial, CO 80112

ARCHITECT

CONSULTANTS

Mosteller Residence
Caretaker's Quarters
4180 S Humbolt Street
Cherry Hills Village, Colorado 80113



DATE	4-1-2015
DESCRIPTION	BUILDING DEPARTMENT SUBMITTAL

PROJECT #
DRAWN BY:
DESIGNED BY:
CHECKED BY:

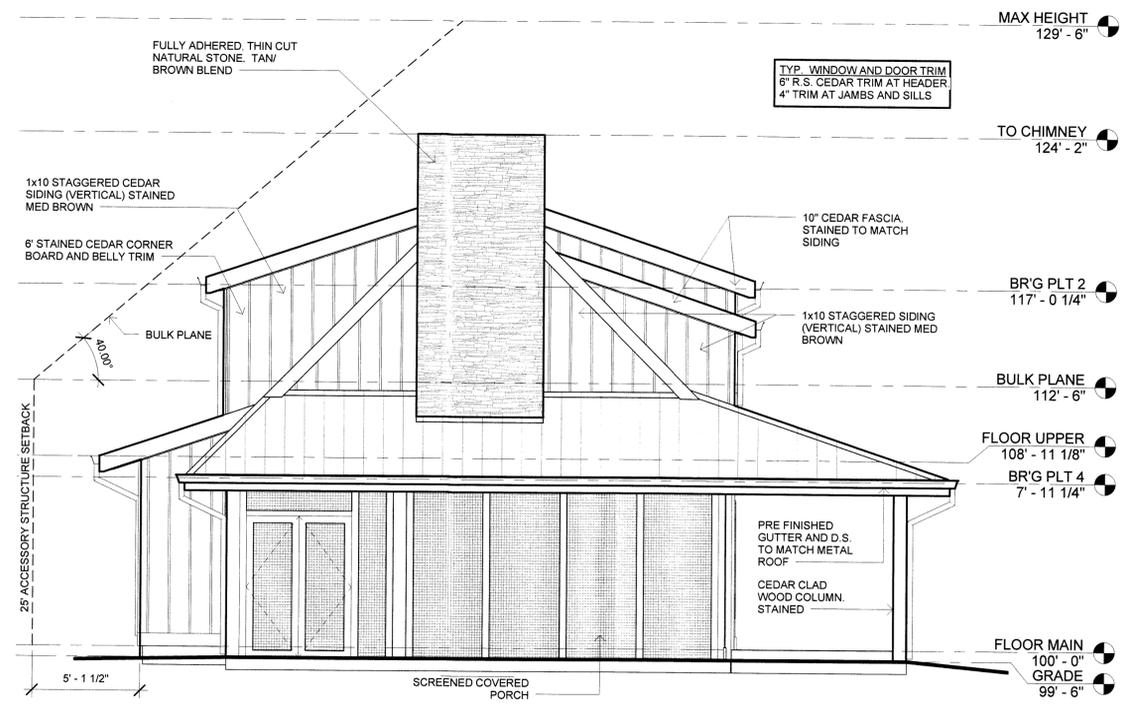
Project
Author
Designer
Checker

Exterior Elevations

THESE PLANS ARE INSTRUMENTS OF PROFESSIONAL SERVICE AND ARE PROTECTED BY COMMON LAW, STATUTORY AND OTHER RESERVED RIGHTS INCLUDING COPYRIGHT. THEY MAY NOT BE REPRODUCED OR USED FOR ANY PURPOSE WITHOUT THE WRITTEN CONSENT OF MMW A.I.A. PLLC.

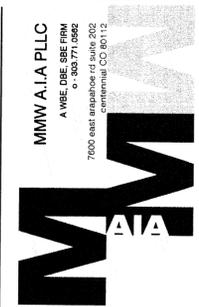


1 EXTERIOR ELEVATION NORTH
1/4" = 1'-0"



2 EXTERIOR ELEVATION WEST
1/4" = 1'-0"

THESE PLANS ARE INSTRUMENTS OF PROFESSIONAL SERVICE AND ARE PROTECTED BY COMMON LAW, STATUTE, AND OTHER RESERVED RIGHTS INCLUDING COPYRIGHT. THEY MAY NOT BE REPRODUCED OR USED FOR ANY PURPOSE WITHOUT THE WRITTEN CONSENT OF MMW A.I.A. PLLC.



ARCHITECT

CONSULTANTS

Mosteller Residence
Caretaker's Quarters
4180 S Humbolt Street
Cherry Hills Village, Colorado 80113



DESCRIPTION	BUILDING DEPARTMENT SUBMITTAL
DATE	4-1-2015

PROJECT #
DRAWN BY:
DESIGNED BY:
CHECKED BY:

Project
Designer
Checker

EXTERIOR ELEVATIONS

MOSTELLER MINOR LOT ADJUSTMENT

A PART OF BLOCK 1 AND OUTLOTS 011 AND 012, SOUTH BROADWAY HEIGHTS ADDITION AND A PART OF THE S 1/2 OF SECTION 2, T.5S., R.68W., OF THE 6TH P.M. CITY OF CHERRY HILLS VILLAGE, COUNTY OF ARAPAHOE, STATE OF COLORADO
SHEET 1 OF 2

CERTIFICATE OF DEDICATION AND OWNERSHIP:

KNOW ALL MEN BY THIS PRESENTS, THAT THE UNDERSIGNED HEREBY CERTIFIES/CERTIFY THAT HE/SHE/THEY IS/ARE ALL OF THE OWNERS OF THE LANDS DESCRIBED IN THIS PLAT IN THE CITY OF CHERRY HILLS VILLAGE, ARAPAHOE COUNTY, COLORADO, AND HEREBY DEDICATES/DEDICATE TO THE CITY OF CHERRY HILLS VILLAGE, COLORADO, THE UTILITY AND OTHER EASEMENTS SHOWN HEREON, IF ANY.

OVERALL BOUNDARY

A PART OF BLOCK 1 AND OUTLOTS 011 AND 012, SOUTH BROADWAY HEIGHTS ADDITION AND A PART OF THE S1/2 OF SECTION 2, T.5S., R.68W., OF THE 6TH P.M., COUNTY OF ARAPAHOE, STATE OF COLORADO, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT NORTHWEST CORNER OF THE SW 1/4 OF THE SE 1/4 OF SAID SECTION 2;
THENCE S00°00'00"W ALONG THE NORTH-SOUTH CENTERLINE OF SAID SECTION 2, A DISTANCE OF 359.00 FEET TO THE POINT OF BEGINNING;
THENCE N88°42'50"E A DISTANCE OF 311.67 FEET;
THENCE S00°00'00"W A DISTANCE OF 301.30 FEET;
THENCE S88°29'27"W A DISTANCE OF 620.67 FEET TO A POINT ON THE EAST R.O.W. LINE OF SOUTH HUMBOLDT STREET;
THENCE N00°22'56"E ALONG SAID EAST R.O.W. LINE, A DISTANCE OF 250.74 FEET;
THENCE N88°42'50"E A DISTANCE OF 120.45 FEET;
THENCE N01°17'10"W A DISTANCE OF 53.00 FEET;
THENCE N88°42'50"E A DISTANCE OF 188.00 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINS (181,040 SQUARE FEET) 4.1561 ACRES

OWNER OF A PORTION OF PROPERTY SET FORTH BELOW - DAVID S. MOSTELLER

PARCEL 1

A PART OF BLOCK 1 AND OUTLOT 011, SOUTH BROADWAY HEIGHTS ADDITION AND A PART OF THE S1/2 OF SECTION 2, T.5S., R.68W., OF THE 6TH P.M., COUNTY OF ARAPAHOE, STATE OF COLORADO, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT NORTHWEST CORNER OF THE SW 1/4 OF THE SE 1/4 OF SAID SECTION 2;
THENCE S00°00'00"W ALONG THE NORTH-SOUTH CENTERLINE OF SAID SECTION 2, A DISTANCE OF 359.00 TO THE POINT OF BEGINNING;
THENCE N88°42'50"E A DISTANCE OF 311.67 FEET;
THENCE S00°00'00"W A DISTANCE OF 301.30 FEET;
THENCE S88°29'27"W A DISTANCE OF 311.70 FEET TO A POINT ON THE NORTH - SOUTH CENTERLINE OF SAID SECTION 2;
THENCE N00°00'00"E ALONG SAID NORTH - SOUTH CENTERLINE, A DISTANCE OF 205.09 FEET;
THENCE S88°32'03"W A DISTANCE OF 153.02 FEET;
THENCE N00°00'00"E A DISTANCE OF 97.90 FEET;
THENCE N88°42'50"E A DISTANCE OF 153.01 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINS (109,011 SQUARE FEET) 2.5026 ACRES

OWNER OF A PORTION OF PROPERTY SET FORTH BELOW - 80 SOUTH SANTA FE DEVELOPMENT COMPANY, LLC

PARCEL 2

A PART OF BLOCK 1 AND OUTLOTS 011 AND 012, SOUTH BROADWAY HEIGHTS ADDITION AND A PART OF THE S1/2 OF SECTION 2, T.5S., R.68W., OF THE 6TH P.M., COUNTY OF ARAPAHOE, STATE OF COLORADO, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT NORTHWEST CORNER OF THE SW 1/4 OF THE SE 1/4 OF SAID SECTION 2;
THENCE S00°00'00"W ALONG THE NORTH-SOUTH CENTERLINE OF SAID SECTION 2, A DISTANCE OF 359.00 FEET;
THENCE S88°42'50"W A DISTANCE OF 153.01 FEET TO THE POINT OF BEGINNING;
THENCE S00°00'00"W A DISTANCE OF 97.90 FEET;
THENCE N88°32'03"E A DISTANCE OF 153.02 FEET TO A POINT ON THE NORTH-SOUTH CENTERLINE OF SAID SECTION 2;
THENCE S00°00'00"W ALONG SAID NORTH - SOUTH CENTERLINE, A DISTANCE OF 205.09 FEET;
THENCE S88°29'27"W A DISTANCE OF 308.97 FEET TO A POINT ON THE EAST R.O.W. LINE OF SOUTH HUMBOLDT STREET;
THENCE N00°22'56"E ALONG SAID EAST R.O.W. LINE, A DISTANCE OF 250.74 FEET;
THENCE N88°42'50"E A DISTANCE OF 120.45 FEET;
THENCE N01°17'10"W A DISTANCE OF 53.00 FEET;
THENCE N88°42'50"E A DISTANCE OF 35.00 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINS (72,029 SQUARE FEET) 1.6536 ACRES

OWNER OF RECORD:

DAVID S. MOSTELLER

DAVID S. MOSTELLER _____ DATE _____

STATE OF _____)
COUNTY OF _____) SS

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 20____, BY DAVID S. MOSTELLER

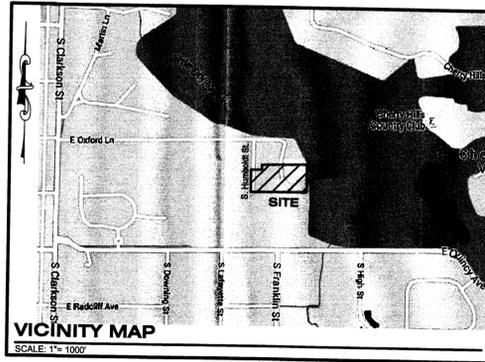
WITNESS MY HAND AND SEAL

NOTARY PUBLIC: _____

MY COMMISSION EXPIRES: _____

ADDRESS: _____

CITY _____ STATE _____ ZIP CODE _____



OWNER OF RECORD:

80 SOUTH SANTA FE DEVELOPMENT COMPANY, LLC: A COLORADO LIMITED LIABILITY COMPANY

SIGNATURE: _____ DATE: _____

PRINT NAME AND TITLE: _____

STATE OF _____)
COUNTY OF _____) SS

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 20____ BY _____

WITNESS MY HAND AND SEAL

NOTARY PUBLIC: _____

MY COMMISSION EXPIRES: _____

ADDRESS: _____

CITY _____ STATE _____ ZIP CODE _____

MORTGAGEES/LIENHOLDERS:

THE UNDERSIGNED MORTGAGEE(S) AND/OR LIENHOLDER(S) CONSENT AND APPROVE OF THE MOSTELLER MINOR LOT ADJUSTMENT DESCRIBED ON THIS PLAT.

EXECUTED THIS _____ DAY OF _____, 20____.

COLORADO BUSINESS BANK

SIGNATURE: _____ DATE: _____

PRINT NAME AND TITLE: _____

STATE OF _____)
COUNTY OF _____) SS

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 20____ BY _____

WITNESS MY HAND AND SEAL

NOTARY PUBLIC: _____

MY COMMISSION EXPIRES: _____

ADDRESS: _____

CITY _____ STATE _____ ZIP CODE _____

SURVEYOR'S CERTIFICATE:

I, CHARLES N. BECKSTROM, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT THE SURVEY REPRESENTED BY THIS PLAT WAS MADE UNDER MY SUPERVISION AND THE MONUMENTS SHOWN THEREON ACTUALLY EXIST AND THIS PLAT ACCURATELY REPRESENTS SAID SURVEY.

CHARLES N. BECKSTROM, P.L.S. 33202
ENGINEERING SERVICE COMPANY
1300 S. POTOMAC STREET, SUITE 126
AURORA, COLORADO 80012



GENERAL NOTES:

- THIS MINOR LOT ADJUSTMENT IS FOR THE PURPOSE OF ADJUSTING, RECONFIGURING OR OTHERWISE RELOCATING A LOT LINE DIVIDING LOTS TO A PART OF BLOCK 1 AND OUTLOTS 011 AND 012 OF THE SOUTH BROADWAY HEIGHTS ADDITION. OTHER THAN THE LOT LINE ADJUSTMENT IDENTIFIED ON THIS PLAT AND THE CREATION OF THE EASEMENTS, IF ANY, AS IDENTIFIED ON THIS PLAT, NO OTHER AMENDMENT OR MODIFICATION OF THE FINAL PLAT FOR THE SOUTH BROADWAY HEIGHTS ADDITION IS INTENDED BY THIS MINOR LOT ADJUSTMENT.
- THIS SURVEY WAS BASED ON TITLE COMMITMENT NUMBERS ABJ70486692 EFFECTIVE DATE OF MARCH 3, 2016 AND ABJ70484605-2, EFFECTIVE DATE OF FEBRUARY 19, 2016 BOTH BEING PREPARED BY LAND TITLE GUARANTEE COMPANY AND DOES NOT CONSTITUTE A TITLE SEARCH BY THIS SURVEYOR FOR OTHER EASEMENTS AND/OR EXCEPTIONS OF RECORD.
- BEARINGS ARE BASED ON THE EAST LINE OF THE SW 1/4 OF SECTION 2, TOWNSHIP 5 SOUTH, RANGE 68 WEST, OF THE 6TH PRINCIPAL MERIDIAN BEARING S00°00'00"E BOUNDED BY THE MONUMENTS SHOWN HEREON.
- DATE OF SURVEY: MARCH 29, 2016.
- ALL UNITS ARE U.S. SURVEY FEET.

NOTICE:

ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT, MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.

ANY PERSON WHO KNOWINGLY REMOVES, ALTERS, OR DEFACTS ANY PUBLIC LAND SURVEY MONUMENT, LAND BOUNDARY MONUMENT, OR ACCESSORY COMMITS A CLASS TWO (2) MISDEMEANOR, PURSUANT TO STATE STATUTE 18-4-508 OF THE COLORADO REVISED STATUTES.

TITLE CERTIFICATE:

I, _____ AN ATTORNEY AT LAW DULY LICENSED TO PRACTICE IN THE STATE OF COLORADO, STATE THAT IN MY OPINION MERCHANTABLE TITLE TO THE ABOVE-DESCRIBED REAL PROPERTY IS IN THE ABOVE REFERRED TO OWNER(S), AND IS FREE AND CLEAR OF ALL LIENS AND ENCUMBRANCES SAVE AND EXCEPT.

ATTORNEY AT LAW _____ DATE: _____

CITY APPROVAL:

APPROVED BY THE CITY OF CHERRY HILLS VILLAGE AND APPROVED FOR RECORDATION WITH THE ARAPAHOE COUNTY CLERK AND RECORDER'S OFFICE PURSUANT TO CHAPTER 17, ARTICLE VI OF

THE CITY CODE FOR THE CITY OF CHERRY HILLS VILLAGE THIS _____ DAY OF _____, 20____.

SIGNATURE: _____

PRINT NAME AND TITLE: _____

RECORDER'S CERTIFICATE:

THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE COUNTY CLERK AND RECORDER OF ARAPAHOE COUNTY AT _____ M. ON THE _____ DAY OF _____, 20____, IN BOOK _____, PAGE _____, MAP _____, RECEPTION NUMBER _____.

ARAPAHOE COUNTY CLERK AND RECORDER

BY: _____

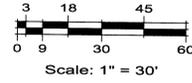
DEPUTY _____

ENGINEERING SERVICE COMPANY
ENGINEERS - SURVEYORS - PLANNERS
Creative Solutions Since 1954
1300 South Potomac Street, Suite 126, Aurora, Colorado 80012
Office (303) 537-1993 Fax (303) 537-7481
www.engineeringserviceco.com

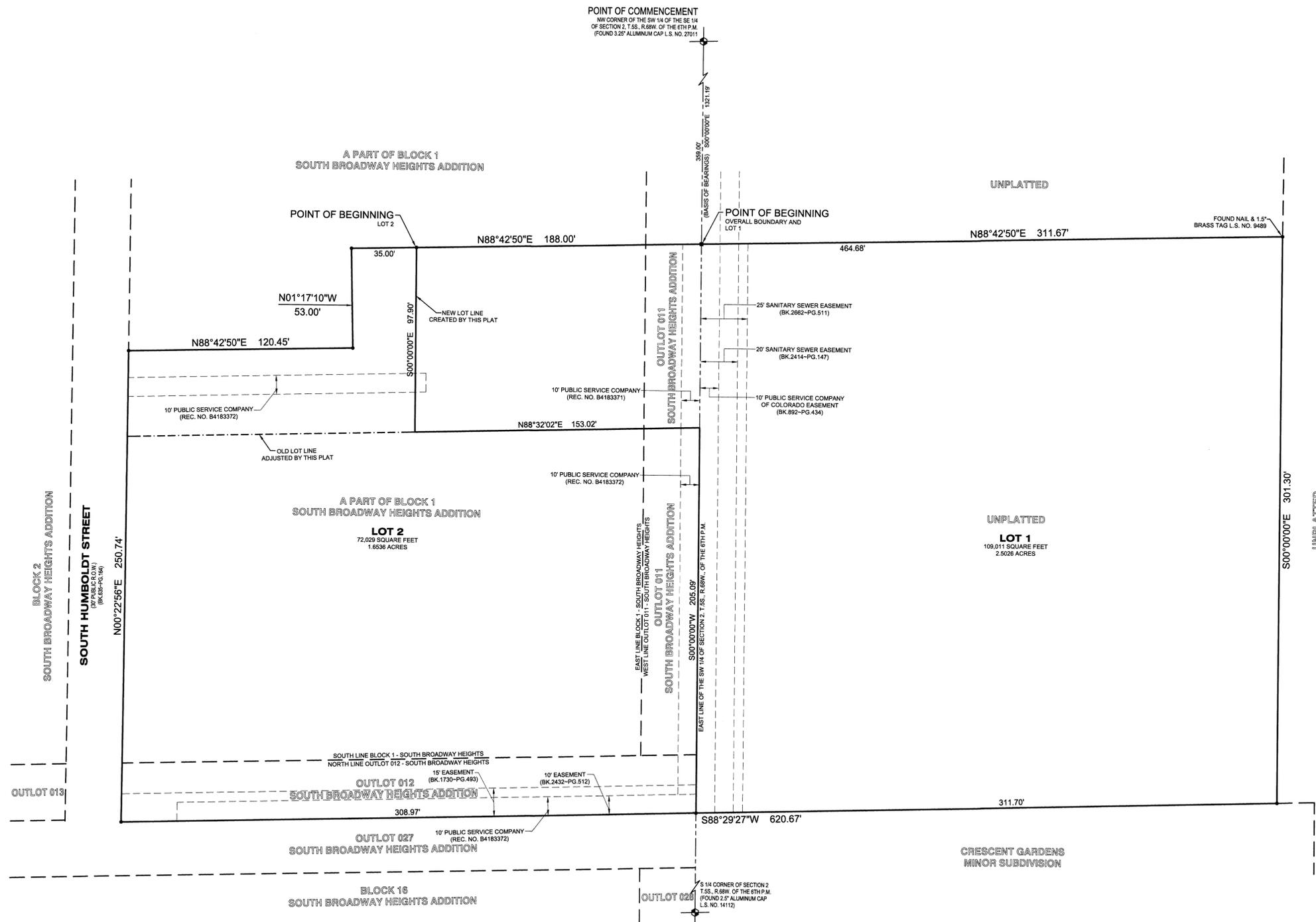
Survey No.: 16058-P	Project No.: 1023.3	Prepared: 03/29/2016	Revised: 05/13/2016
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MOSTELLER MINOR LOT ADJUSTMENT

A PART OF BLOCK 1 AND OUTLOTS 011 AND 012, SOUTH BROADWAY HEIGHTS ADDITION
 AND A PART OF THE S 1/2 OF SECTION 2, T.5S., R.68W., OF THE 6TH P.M.
 CITY OF CHERRY HILLS VILLAGE, COUNTY OF ARAPAHOE, STATE OF COLORADO
 SHEET 2 OF 2



LEGEND	
■	SET 3/4" x 30" PIN & 2" ALUMINUM CAP L.S. NO. 33202 UNLESS NOTED OTHERWISE
●	FOUND PIN & 1 1/4" ORANGE PLASTIC CAP ORANGE PLASTIC CAP L.S. NO. 9489 UNLESS NOTED OTHERWISE



ENGINEERING SERVICE COMPANY
 ENGINEERS - SURVEYORS - PLANNERS
 Creative Solutions Since 1954
 1300 South Potomac Street, Suite 100, Aurora, Colorado 80012
 Office (303) 337-1393 Fax (303) 337-7481
 www.engineeringserviceco.com

Survey No.: 16058-P	Project No.: 1023.3	Prepared: 03/29/2016	Revised: 05/13/2016
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BOUNDARY, IMPROVEMENT AND TOPOGRAPHIC SURVEY

PARCEL LOCATED IN THE SOUTH 1/2 OF SECTION 2, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE 6TH P.M.
1550 EAST OXFORD LANE AND 4180 SOUTH HUMBOLDT STREET

LEGAL DESCRIPTION PARCEL "1A" (1550 EAST OXFORD LANE)

A PART OF THE SOUTH ONE-HALF OF THE SOUTH ONE-HALF OF SECTION 2, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE 6TH PRINCIPAL MERIDIAN, AND A PART OF BLOCK 1, AND OUTLOT 011, SOUTH BROADWAY HEIGHTS ADDITION, COUNTY OF ARAPAHOE, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER OF THE SOUTHEAST ONE-QUARTER OF SAID SECTION 2; THENCE SOUTH 359.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST, 311.67 FEET; THENCE SOUTH 301.30 FEET; THENCE SOUTH 88 DEGREES 29 MINUTES 27 SECONDS WEST, 311.70 FEET TO A POINT ON THE NORTH-SOUTH CENTERLINE OF SAID SECTION 2; THENCE NORTH ALONG SAID NORTH-SOUTH CENTERLINE 205.09 FEET; THENCE SOUTH 88 DEGREES 32 MINUTES 02 SECONDS WEST, 307.59 FEET TO A POINT ON EASTERLY RIGHT-OF-WAY LINE OF SOUTH HUMBOLDT STREET; THENCE NORTH 00 DEGREES 22 MINUTES 56 SECONDS EAST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 45.38 FEET; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST 120.45 FEET; THENCE NORTH 1 DEGREE 17 MINUTES 10 SECONDS WEST, 53.00 FEET; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST, 188.00 FEET TO THE POINT OF BEGINNING.

LEGAL DESCRIPTION PARCEL "1B" (1550 EAST OXFORD LANE)

TOGETHER WITH AN EASEMENT OVER THE REAL PROPERTY LOCATED IN THE COUNTY OF ARAPAHOE, STATE OF COLORADO AND MORE PARTICULARLY DESCRIBED IN RIGHT-OF-WAY EASEMENT RECORDED OCTOBER 7, 1977, IN BOOK 2662 AT PAGE 511, COUNTY OF ARAPAHOE, STATE OF COLORADO.

LEGAL DESCRIPTION PARCEL "2" (4180 SOUTH HUMBOLDT STREET)

THAT PART OF BLOCK 1 AND OUTLOTS 011 AND 012, SOUTH BROADWAY HEIGHTS ADDITION, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE EAST LINE OF SAID OUTLOT 011 WHICH IS 457.2 FEET SOUTH OF THE NORTHEAST CORNER OF SAID OUTLOT 011; THENCE WEST TO A POINT 30 FEET EAST OF THE WEST LINE OF SAID BLOCK 1; THENCE SOUTHERLY, PARALLEL WITH SAID WEST LINE, TO THE SOUTH LINE OF OUTLOT 012, THENCE EAST, ALONG SAID SOUTH LINE, TO THE SOUTHEAST CORNER OF OUTLOT 012, THENCE NORTH, ALONG THE EAST LINE OF SAID OUTLOT 011, TO THE POINT OF BEGINNING, COUNTY OF ARAPAHOE, STATE OF COLORADO.

CERTIFICATION

I, MICHAEL S. CHESNOE, REGISTERED PROFESSIONAL ENGINEER AND LAND SURVEYOR IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT THE SURVEY SHOWN HEREON WAS MADE UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS AN ACCURATE REPRESENTATION OF SAID SURVEY. THIS LAND SURVEY PLAT COMPLIES WITH SECTION 38-51-102 COLORADO REVISED STATUTES.

LEGEND

● SET #5 REBAR W/1 1/4" DIA. ORANGE PLASTIC CAP STAMPED P.E. & L.S. #9489

● FOUND MONUMENT AS NOTED

A.M. - AS MEASURED IN FIELD

REC. - DEED OR PLAT DISTANCE

WW. - WINDOW WELL

CMP - CORRUGATED METAL PIPE

CONCRETE AREA

COVERED CONCRETE AREA

POND

FLAGSTONE

BRICK WALK

ASPHALT

TARP COVERED STOCK FENCE FOR STORAGE

GAS WATER

POWER PANEL

LIGHT POLE

POWER POLE

GUY WIRE

MONITOR WELL

METER

FIRE HYDRANT

WATER METER

WATER VALVE

PAY PHONE

CABLE PEDESTAL

ELECTRIC BOX

SANITARY MANHOLE

TELEPHONE PEDESTAL

BRICK PILLAR

TREE

EXIST. WOOD FENCE

EXIST. CHAIN LINK FENCE

EXIST. METAL OR WIRE FENCE

GUARD RAIL/TIE RACK

EXIST. OVERHEAD UTILITY

EXIST. WATERLINE

EXIST. SANITARY SEWER

EXIST. STORM PIPE

FLAGSTONE WALL

EXIST. CONTOUR - MINOR (1' INTERVAL)

EXIST. CONTOUR - MAJOR (5' INTERVAL)

MICHAEL S. CHESNOE
COLORADO P.E. & L.S. NO. 9489

NOTE 1
24" CMP AREA DRAINAGE
INV. OUT (NORTH) = 5362.58
100.20 L.F. OF CMP @ 0.61%
INV IN (SOUTH) = 5363.19

NOTE 2
8" PVC SANITARY SEWER
INV. OUT (EAST) = 5360.02
329.37 L.F. OF 8" PVC @ 0.61%
INV IN (WEST) = 5351.45

NOTE 3
18" VCP SANITARY MAIN
INV. OUT (SOUTH) = 5350.45
326.16 L.F. OF VCP @ 0.35%
INV IN (SOUTH) = 5350.45
INV IN (WEST) = 5351.45

PROJECT BENCHMARK: CHISELED "BOX" ON TOP OF CURB AT THE NW CORNER QUINCY AVENUE AND CLARKSON; CITY OF ENGLEWOOD PUBLISHED ELEVATION = 5404.73

SITE BENCHMARK: 1 1/4" ORANGE PLASTIC CAP AT THE SOUTHEAST CORNER OF PARCEL "1A" AND ALSO AT THE SOUTHEAST CORNER OF THE PRIVATE PUTTING GREEN ELEVATION = 5366.75

NOTES

1. NOTICE

ACCORDING TO COLORADO LAW, YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.

2. MONUMENT DEFACING STATEMENT

ANY PERSON WHO KNOWINGLY REMOVES, ALTERS OR DEFACTS ANY PUBLIC LAND SURVEY MONUMENT OR LAND BOUNDARY MONUMENT OR ACCESSORY, COMMITS A CLASS TWO (2) MISDEMEANOR PURSUANT TO STATE STATUTE 18-4-508, C.R.S.

3. THIS SURVEY DOES NOT CONSTITUTE A TITLE SEARCH BY CHESNOE AND ASSOCIATES TO DETERMINE OWNERSHIP OR EASEMENTS OF RECORD. FOR ALL INFORMATION REGARDING EASEMENTS, RIGHTS-OF-WAY OR TITLE OF RECORD, CHESNOE AND ASSOCIATES RELIED UPON RECORDED PLAT AND INFORMATION SUPPLIED BY CLIENT AND TITLE REPORT BY LAND TITLE GUARANTEE COMPANY POLICY NO. 0X70412972.558874 & ORDER NO. ABJ70412972 WITH AN EFFECTIVE DATE OF JUNE 25, 2014 AT 5:00 P.M. FOR PARCEL "1A", "1B" AND PARCEL "2".

4. P.E. & L.S. SEAL, DEPICTED HEREON, VALID ONLY WITH WET SIGNATURE AND DATE WRITTEN THROUGH IT.

5. AREA OF PARCEL "1A" IS 117,726 S.F. OR 2.70 ACRES, THE AREA OF PARCEL "1B" IS 8542 S.F. OR 0.20 ACRES AND AREA OF PARCEL "2" IS 62,918 S.F. OR 1.44 ACRES MORE OR LESS.

6. BASIS OF BEARINGS: SOUTH LINE OF THE SW 1/4 OF SECTION 2, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN BEING AN ASSUMED BEARING OF S88°33'36"E BETWEEN A 3 1/2" DIAMETER ALLOY CAP STAMPED LS 24949 AT THE SW CORNER OF SAID SECTION AND A 2 1/2" DIAMETER ALLOY CAP STAMPED 14112 AT THE SOUTH 1/4 CORNER OF SAID SECTION 2.

7. THE LINEAL MEASUREMENTS SHOWN ON THIS SURVEY ARE IN FEET AND HUNDREDTHS OF A FOOT. FOR EXAMPLE: 12.01' IS 12 FEET AND ONE-ONE HUNDREDTH OF A FOOT.

TITLE REPORT EXCEPTIONS

EXCEPTIONS 1-5 HAVE BEEN DELETED AND NOT SHOWN ON THIS SURVEY. EXCEPTIONS 4-6 ARE STANDARD EXCEPTIONS, NOT PLOTTABLE AND NOT SHOWN ON THIS SURVEY.

1. AN EASEMENT FOR UTILITY AND INCIDENTAL PURPOSES GRANTED TO PUBLIC SERVICE COMPANY OF COLORADO, BY THE INSTRUMENT RECORDED DECEMBER 27, 1954, IN BOOK 892 AT PAGE 434, UPON THE TERMS AND CONDITIONS SET FORTH IN SAID INSTRUMENT AND IS SHOWN HEREON. (EXC. NO. 7 OF TITLE REPORT).

2. AN EASEMENT FOR SANITARY SEWER LINE, GRANTED TO CITY OF CHERRY HILLS VILLAGE SANITATION DISTRICT, IN INSTRUMENT RECORDED JANUARY 28, 1976, IN BOOK 2414 AT PAGE 147. (THERE APPEARS TO BE SEVERAL TYPOS IN THE AREA OF THE DOCUMENT COVERING THE SUBJECT PROPERTY. THERE IS NO REFERENCE TO A PERMANENT EASEMENT FOR THIS PARCEL ONLY. THE DESCRIPTION COVERS THE SUBJECT PROPERTY WEST OF THE CENTERLINE OF SECTION 2, EXCEPT FOR THE SOUTH HUMBOLDT STREET RIGHT-OF-WAY.) INSUFFICIENT DOCUMENTATION GIVEN TO LOCATE. - NOT SHOWN ON THIS SURVEY. (EXC. NO. 8 OF TITLE REPORT).

3. TERMS, CONDITIONS AND PROVISIONS OF RIGHT-OF-WAY EASEMENT RECORDED OCTOBER 7, 1977, IN BOOK 2662 AT PAGE 511. NOT LOCATED. SEE EXCEPTION NO. 8 NOTE. (EXC. NO. 9 OF TITLE REPORT).

4. TERMS, CONDITIONS AND PROVISIONS OF PUBLIC SERVICE COMPANY OF COLORADO EASEMENT RECORDED OCTOBER 18, 2004, AT RECEPTION NO. B4183371. SHOWN ON SURVEY. (EXC. NO. 10 OF TITLE REPORT).

(ITEMS 7 THROUGH 10 AFFECT PARCELS 1A, 1B AND 2)

5. EASEMENT OVER THE SOUTH 15 FEET OF SUBJECT PROPERTY GRANTED TO D. EUGENE COWEN AND RUDLA H. COWEN (THEIR HEIRS AND ASSIGNS) RECORDED OCTOBER 11, 1967, IN BOOK 1730 AT PAGE 493. SHOWN ON SURVEY. (EXC. NO. 11 OF TITLE REPORT).

6. EASEMENT OVER THE SOUTH 10 FEET OF SUBJECT PROPERTY GRANTED TO THE CITY OF CHERRY HILLS VILLAGE SANITATION DISTRICT RECORDED MARCH 31, 1976, IN BOOK 2432 AT PAGE 512. SHOWN ON SURVEY. (EXC. NO. 12 OF TITLE REPORT).

7. ANY TAX, LIEN, FEE, OR ASSESSMENT BY REASON OF INCLUSION OF SUBJECT PROPERTY IN THE CASTLEWOOD FIRE PROTECTION DISTRICT, AS EVIDENCED BY INSTRUMENT RECORDED SEPTEMBER 14, 1989, IN BOOK 5772 AT PAGE 590. COVERS ENTIRE PROPERTY AND IS NOT SHOWN ON SURVEY. (EXC. NO. 13 OF TITLE REPORT).

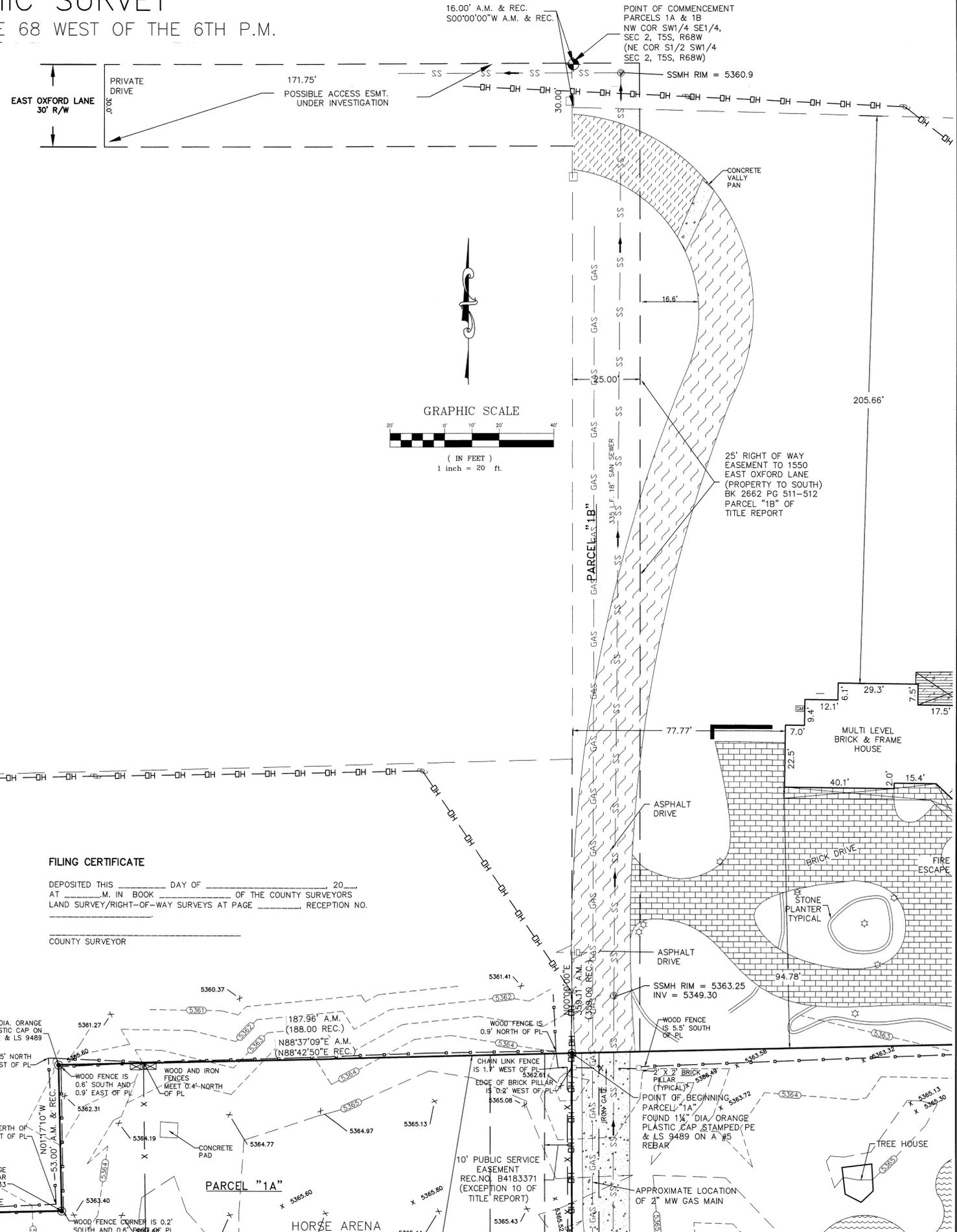
8. TERMS, CONDITIONS AND PROVISIONS OF PUBLIC SERVICE COMPANY OF COLORADO EASEMENT RECORDED OCTOBER 18, 2004, AT RECEPTION NO. B4183372. SHOWN ON SURVEY. (EXC. NO. 14 OF TITLE REPORT).

(ITEMS 11 THROUGH 14 AFFECT PARCEL 2 ONLY)

9. DEED OF TRUST DATED JUNE 23, 2014, FROM DAVID S. MOSTELLER TO THE PUBLIC TRUSTEE OF ARAPAHOE COUNTY FOR THE USE OF COLORADO BUSINESS BANK TO SECURE THE SUM OF \$2,527,800.00 RECORDED JUNE 25, 2014, UNDER RECEPTION NO. D4054751. NOT A SURVEY MATTER. (EXC. NO. 15 OF TITLE REPORT).

10. DEED OF TRUST DATED JUNE 23, 2014, FROM DAVID S. MOSTELLER TO THE PUBLIC TRUSTEE OF ARAPAHOE COUNTY FOR THE USE OF COLORADO BUSINESS BANK TO SECURE THE SUM OF \$210,650.00 RECORDED JUNE 25, 2014, UNDER RECEPTION NO. D4054798. NOT A SURVEY MATTER. (EXC. NO. 16 OF TITLE REPORT).

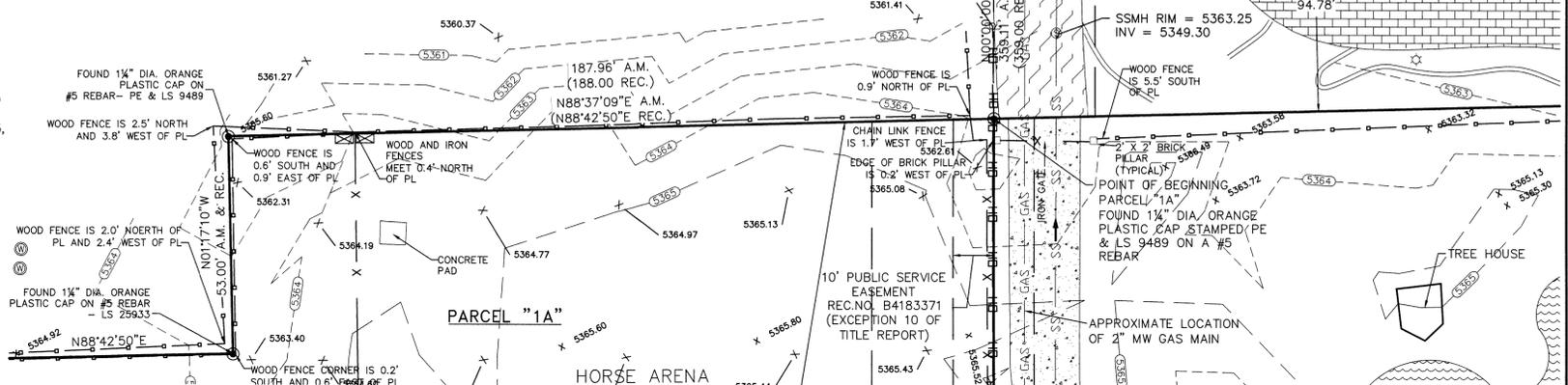
11. DEED OF TRUST DATED JUNE 18, 2014, FROM DAVID S. MOSTELLER TO THE PUBLIC TRUSTEE OF ARAPAHOE COUNTY FOR THE USE OF COLORADO BUSINESS BANK TO SECURE THE SUM OF \$1,474,550.00 RECORDED AUGUST 13, 2014, UNDER RECEPTION NO. D4073699. NOT A SURVEY MATTER. (EXC. NO. 17 OF TITLE REPORT).



FILING CERTIFICATE

DEPOSITED THIS _____ DAY OF _____, 20____
AT _____ M. IN BOOK _____ OF THE COUNTY SURVEYORS
LAND SURVEY/RIGHT-OF-WAY SURVEYS AT PAGE _____ RECEPTION NO. _____

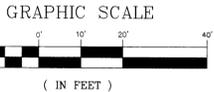
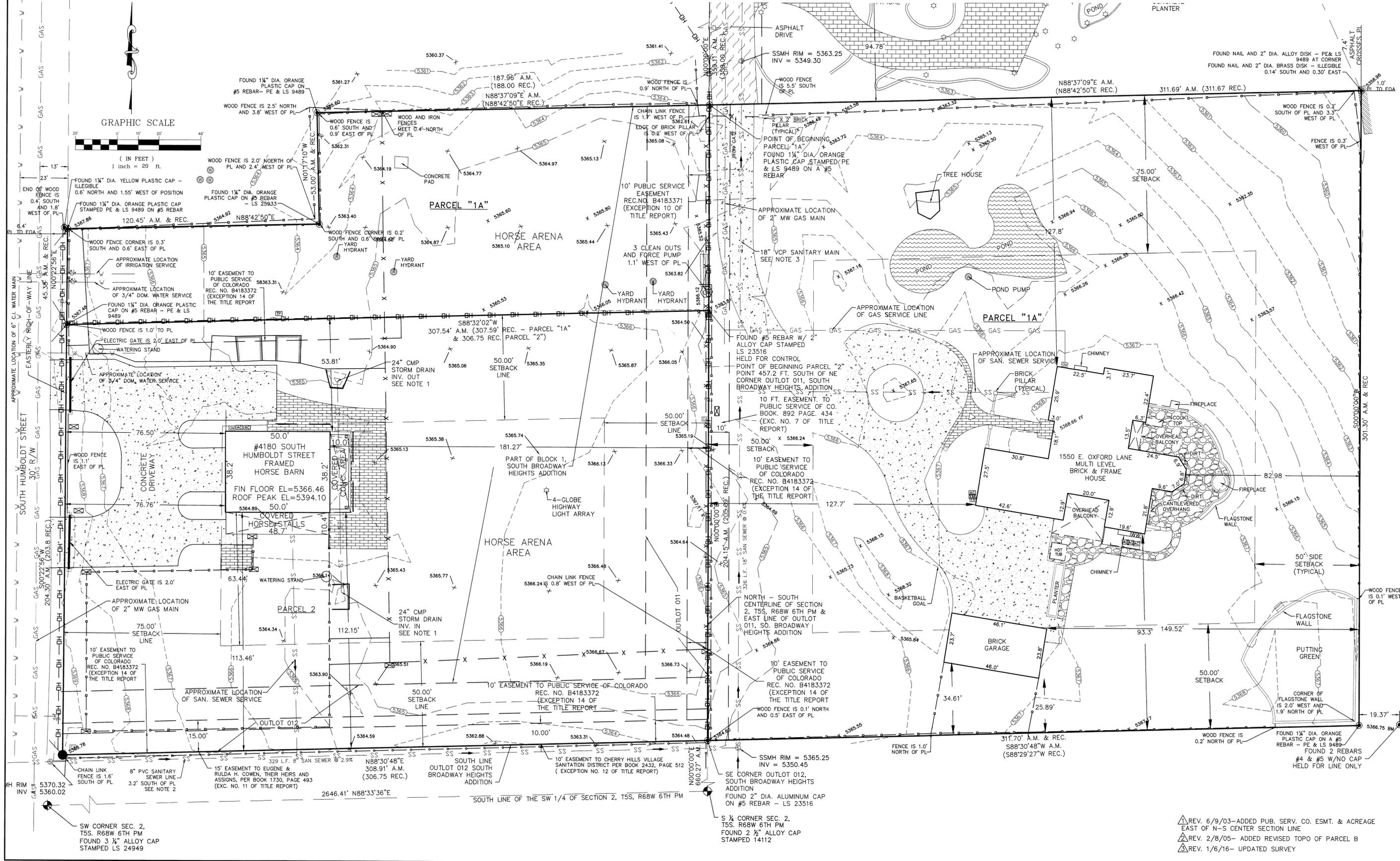
COUNTY SURVEYOR _____



BOUNDARY, IMPROVEMENT AND TOPOGRAPHIC SURVEY

PARCEL LOCATED IN THE SOUTH 1/2 OF SECTION 2, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE 6TH P.M.
1550 EAST OXFORD LANE AND 4180 SOUTH HUMBOLDT STREET

PAGE 2



- △ REV. 6/9/03-ADDED PUB. SERV. CO. ESMT. & ACREAGE EAST OF N-S CENTER SECTION LINE
- △ REV. 2/8/05- ADDED REVISED TOPO OF PARCEL B
- △ REV. 1/6/16- UPDATED SURVEY

**CHERRY HILLS VILLAGE
COLORADO**

2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
www.cherryhillsvillage.com

Village Center
Telephone 303-789-2541
FAX 303-761-9386

June 24, 2016

Ms. Michelle Wilson
MMW AIA PLLC
7600 E. Arapahoe Road, Suite 202
Centennial, CO 80112

RE: 1550 E. Oxford Lane and 4180 S. Humboldt Street Minor Lot Adjustment and Variance Request

Dear Ms. Wilson,

The City has completed its review of the application submitted on April 13, 2016 for a minor lot adjustment and variance request for 1550 E. Oxford Lane and 4180 S. Humboldt Street and has deemed it complete. Staff will begin its administrative review of the minor lot adjustment and can schedule the variance for an upcoming Planning and Zoning Commission meeting. The following items will need to be addressed before the plat can be finalized and recorded if approved.

Plat Comments:

1. There are two easements on sheet two that do not identify the purpose of the easement: 15' easement at BK. 1730, P. 493; and 10' easement at BK. 2432, P. 512. If possible, please include type or purpose of easement.
2. The relocation of the Xcel easement should be confirmed and incorporated into the plat. The applicant has indicated that the Xcel easement with reception number B4183371 is to be vacated and relocated.
3. Xcel has stated that the applicant must contact a right-of-way agent to resolve any easement issues including the processing of quitclaim deeds or any additional easements that may need to be acquired by separate document (see enclosed June 21, 2016 letter from Xcel).
4. The surveyor and owner are required to sign the plat prior to recording.

If you have any questions or would like to meet to discuss any of the comments, please don't hesitate to contact me at 303-783-2742 or ekropf@cherryhillsvillage.com.

Sincerely,


Emily Kropf

CHERRY HILLS VILLAGE
COLORADO

Special Projects Coordinator

cc: Linda Michow, City Attorney (via email)
Troy Carmann, City Engineer (via email)

enclosure: June 21, 2016 Letter from Xcel Energy



Right of Way & Permits

1123 West 3rd Avenue
Denver, Colorado 80223
Telephone: 303.571.3306
Facsimile: 303. 571.3524
donna.l.george@xcelenergy.com

June 21, 2016

Cherry Hills Village Community Development
2450 East Quincy Avenue
Cherry Hills Village, CO 80113

Attn: Emily Kropf

Re: Mosteller Minor Lot Adjustment - 2nd referral

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk acknowledges that application for new and/or modification of existing natural gas and electric facilities.

The applicant must also contact **Robyn Larm, Right-of-Way Agent at 303-716-2043** for easement issues including the processing of any quitclaim deeds or any additional easements that may need to be acquired by separate document.

As a safety precaution, PSCo would like to remind the developer to call the **Utility Notification Center** at 1-800-922-1987 to have all utilities located prior to any construction.

Should you have any questions with this referral response, please contact me at 303-571-3306.

Donna George
Contract Right of Way Referral Processor
Public Service Company of Colorado

CITY OF CHERRY HILLS VILLAGE

2450 E. Quincy Avenue
 Cherry Hills Village, Colorado 80113
 Telephone: 303-789-2541
 FAX: 303-761-9386

COPY

May 24, 2005

Jim Soran
 Montgomery Little & McGrew
 Attorneys at Law
 5445 DTC Parkway, Suite 800
 Greenwood Village, CO 80111

RE: Application for Construction of a Barn on a Nonconforming Lot; 4180 S. Humboldt Street

Dear Mr. Soran:

As you are aware, staff had previously reviewed a title and platting history for this property and determined that the property should be treated as legal nonconforming under the provisions of Section 16-14-10(1) of the Zoning Ordinance, as the City was not incorporated until May 10, 1945 and it appears from the Abstract that there were no subdivision regulations in place until December 19, 1949. Additionally, staff reviewed the Affidavit of Mr. and Mrs. Winterbottom, who were the owners of the Goff property between 1967 and 2003, and it appears that the Goff property is also eligible for legal nonconforming status under the provision of Section 16-14-10(3) of the City Code.

In terms of the review of this application for the building permit for the barn, you will be subject to review under Section 16-16-10(b) of the Zoning Ordinance which allows the City Manager to authorize construction providing that the proposed construction complies with the findings outlined in Sections 16-14-20 subparagraphs (a)(1)b through (a)(1)e, and (a)(3) and (a)(4). Staff finds that the proposed fencing is consistent with the requirements of the above referenced Sections, as outlined in the following table:

Criterion	Staff Finding
Section 16-14-20(a)(1.a): <i>The applicant has submittal all of the documents required pursuant to Section 16-3-70 above.</i>	The application submitted is complete.
Section 16-14-20(a)(1.b): <i>The proposed uses is authorized in the applicable zone district.</i>	Section 16-5-10 of the Zoning Ordinance permits agricultural uses as permitted uses in the R-1, 2 ½ Acre Residential District.
Section 16-14-20(a)(1.c): <i>The proposed use and structure are compatible with the City's Master Plan.</i>	The City's Master Plan encourages applications that reduce the overall density of the Village. In essence, approval of the proposed barn reduces the density through the construction of a barn as the primary structure on this property and not a single family residence. Additionally, the proposed barn encourages maintaining the rural character of the Village.

CITY OF CHERRY HILLS VILLAGE

(table continued)

Criterion	Staff Finding
Section 16-14-20(a)(1.d): <i>The proposed use and structure comply with the Chapter.</i>	The application submitted is complies with the requirements for development within the R-1 zone district, which includes height and setbacks.
Section 16-14-20(a)(1.e): <i>The proposed use and structure are compatible with the existing structures and uses in the area.</i>	The proposed barn is consistent with the rural nature of the surrounding properties
Section 16-14-20(a)(3): <i>In addition to the conditions to be imposed under Paragraph (2) above, the [City Manager] may impose reasonable conditions on approval of an application. A violation of any conditions imposed under this Section, when made a part of the terms under which the approval is granted, shall be deemed a violation of this Chapter and punishable under Section 16-2-60 of this Chapter.</i>	No additional conditions have been imposed in addition to the conditions included on the approved building permit #05-0072.
Section 16-14-20(a)(4): <i>The authorization by the [City Manager] for construction under this Section does not relieve the applicant of complying with the requirements for obtaining a building permit.</i>	A building permit application has been submitted by the applicant for review by the City.

In general, staff finds that the proposed barn is consistent with the applicable requirements of the Zoning Ordinance and Master Plan. Additionally, the proposed barn structure is compatible with the rural character of the surrounding properties. Staff, therefore, approves the construction of the proposed barn on a lawfully nonconforming lot located at 4180 S. Humboldt Street as requested in the submitted application dated April 26, 2005.

At this point, the City has completed the zoning review of your building permit application. Your application will now be forwarded to the Building Department for review based on building code requirements. Once the City has approved the permit, then you may begin construction of the barn.

If you have any questions, please call me directly at 303-783-2749.

Sincerely,



Eric J. Ensey, A.I.C.P.
Community Development Director

Minutes of the
Planning and Zoning Commission of the City of Cherry Hills Village, Colorado
Held on Tuesday, July 12, 2016 at 6:30 p.m.
At the Village Center

CALL TO ORDER

Vice Chair Blum called the meeting to order at 7:00 p.m.

ROLL CALL

Present at the meeting were the following Planning and Zoning Commissioners: Vice Chair Al Blum, Commissioner David Wyman, Commissioner Dori Kaplan, and Commissioner Peter Niederman.

Present at the meeting were the following staff members: Kathie Guckenberger, Deputy City Attorney; Emily Kropf, Special Projects Coordinator; and Cesarina Dancy, Community Development Clerk.

APPROVAL OF MINUTES

Commissioner Niederman made a motion, which was seconded by Commissioner Kaplan, to approve the June 14, 2016 minutes as written.

The motion passed unanimously.

AGENDA ITEMS

- a. *Request for a Variance from Municipal Code Section 16-5-30(b) Concerning Minimum Lot Area for Approval of a Minor Lot Adjustment*

Ms. Kropf stated that staff is presenting a variance request from Municipal Code Section 16-5-30(b) concerning minimum lot area for approval of a minor lot adjustment for 1550 E. Oxford Lane and 4180 S. Humboldt Street. She stated that the applicant, David Mosteller, owns both the Oxford and Humboldt lots.

Ms. Kropf stated that the subject properties are both located in the R-1 zone district. The Oxford lot is 2.7 acres and the Humboldt lot is 1.44 acres. According to the Arapahoe County Assessor records, the Oxford lot has an existing 5,700 square foot home that was built in 1979. The Humboldt lot has a 2,800 square foot barn that was built in 2005.

Ms. Kropf stated that the applicant has submitted an application for a minor lot adjustment to relocate a lot line in order to build a new accessory structure that meets the required accessory structure setbacks for the R-1 zone district. The required setbacks for accessory structures in R-1 are 75 feet from the front property line and 25 feet from the side and rear property lines.

Ms. Kropf stated that minor lot adjustment applications may be administratively approved by City staff, but only when it does not result in a lot that fails to conform to the City's zoning standards. The minimum lot area for a residence in R-1 is 2 ½ acres. The proposed lot line configuration for the Humboldt lot results in a lot area of 1.65 acres. Therefore, a minimum lot area variance must be approved before the minor lot adjustment can be considered.

Ms. Kropf stated that Municipal Code Section 17-3-420 outlines the approval criteria that the Commission must use in determining whether or not to recommend approval of a variance to City Council. She continued to say that for approval, the Commission must find that the request meets all criteria. She stated that staff's findings for each of the criterion can be found in Table 1 of staff's memo.

Ms. Kropf stated that staff is recommending approval of the variance request based on the findings in staff's memo.

Commissioner Wyman asked if the structure could be constructed without that variance and lot line adjustment.

Ms. Kropf replied that the existing barn would be removed because it would exceed the allowed square footage for accessory structures. She displayed a graphic of the existing and proposed parcels.

Commissioner Wyman asked if the barn has living quarters.

Ms. Kropf stated she would defer to the applicant.

Commissioner Wyman asked how the barn was currently allowed if over the square footage.

Ms. Kropf replied that staff was unsure.

Commissioner Blum asked what the combined total square footage of the existing and proposed structures would be.

Ms. Kropf replied 3900 square feet.

Commissioner Wyman stated that there was a discrepancy in the parcel totals. He stated that parcel one is being reduced by .21 acres and parcel two is being increased by .16 acres. He asked what happened to the .05 acres.

Planning and Zoning Commission Meeting

July 12, 2016

Ms. Kropf stated she would defer to the applicant.

Commissioner Wyman asked if both parcels have the same owner.

Deputy City Attorney Guckenberger stated that parcel two is owned by an entity which the owner of parcel one is the principal holder of.

Michelle Wilson, architect for the applicant, stated that on the Humboldt parcel the barn is considered the primary structure, not an accessory structure. She continued to state that the “finger” portion of parcel one is unusable in the current configuration.

Ms. Wilson stated that the barn was built in 2005 and is very high end and there are no plans to demolish it. She continued to say that the guest house will be approximately 1100 square feet and will match the style of the barn.

Deputy City Attorney Guckenberger stated that agriculture is an allowed use in the R-1 Zone District.

Ms. Wilson stated that the lot is only nonconforming in size and that accessory structures are allowed on nonconforming properties.

Commissioner Wyman asked if there are living facilities in the barn.

Ms. Wilson replied no.

Commissioner Wyman asked if there are horses on the property.

David Mosteller, property owner, stated that he would be bringing his horses from the mountains soon.

Commissioner Niederman asked if anyone would be residing in the guest house full time.

Mr. Mosteller replied that his caretaker would.

Commissioner Kaplan asked if the applicant would be selling the property.

Mr. Mosteller replied that there were no plans to sell and that he would be willing to put that in writing.

Commissioner Wyman asked if there would be a new curb cut.

Ms. Wilson replied no.

Commissioner Niederman asked if they considered consolidating into one parcel.

Ms. Wilson stated that would not work with the accessory structure square foot limit.

Planning and Zoning Commission Meeting

July 12, 2016

Vice Chair Blum stated that the smaller parcel is still nonconforming.

Deputy City Attorney Guckenberger stated that the additional acreage does bring it closer to compliance. She continued to say that the barn is allowed as a primary structure in the R-1 Zone District.

Vice Chair Blum asked if a nonconforming lot could still have an accessory structure.

Deputy City Attorney Guckenberger replied that the lot size is not pertinent to the type of structure being built.

Commissioner Wyman asked about the .05-acre discrepancy.

Ms. Wilson replied that all information is based on a current survey. She continued to say that it could be right of way.

Vice Chair Blum asked if the lots would be replatted.

Ms. Wilson replied yes.

Commissioner Kaplan asked if the preliminary plat would go to City Council.

Deputy City Attorney Guckenberger stated that there is no preliminary plat in cases such as these it is only replatting.

Commissioner Niederman stated he was concerned about setting a precedent with a nonconforming lot. He stated it might be easier to allow for a variance for the accessory structure.

Commissioner Wyman stated that nonconforming lots can be replatted and remain nonconforming.

Vice Chair Blum stated that it would be a worse precedent to allow an increase in accessory structure size.

Commissioner Wyman asked if there could be two primary structures if the lots were merged.

Deputy City Attorney Guckenberger stated that there were no obstacles to merging the lots.

Commissioner Kaplan made a motion, which was seconded by Commissioner Niederman, to move to recommend approval to City Council of the request by David S. Mosteller for a minimum lot area variance from Municipal Code Section 16-5-30(b) to allow for approval of a minor lot adjustment for 1550 E. Oxford Lane and 4180 S. Humboldt Street. She stated that the Commission finds that the proposed variance meets all of the approval criteria outlined in Municipal Code Section 17-3-420 as outlined in Table 1 of the July 12, 2016 staff memorandum.

Planning and Zoning Commission Meeting

July 12, 2016

Commissioner Wyman suggested a condition that the lots remain under one ownership.

Commissioners discussed motion.

Applicant agreed to condition as stated.

Vice Chair Blum restated the condition.

The motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

Peter Savoie, Chairman

Cesarina Dancy, Community Development Clerk

Minutes of the
Planning and Zoning Commission of the City of Cherry Hills Village, Colorado
Held on Tuesday, July 12, 2016 at 6:30 p.m.
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Present at the meeting were the following staff members: Kathie Guckenberger, Deputy City Attorney; Emily Kropf, Special Projects Coordinator; and Cesarina Dancy, Community Development Clerk.

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AGENDA ITEMS

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structure setbacks for the R-1 zone district. The required setbacks for accessory structures in R-1 are 75 feet from the front property line and 25 feet from the side and rear property lines.

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Ms. Kropf stated that Municipal Code Section 17-3-420 outlines the approval criteria that the Commission must use in determining whether or not to recommend approval of a variance to City Council. She continued to say that for approval, the Commission must find that the request meets all criteria. She stated that staff's findings for each of the criterion can be found in Table 1 of staff's memo.

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Ms. Kropf replied that the existing barn would be removed because it would exceed the allowed square footage for accessory structures. She displayed a graphic of the existing and proposed parcels.

Commissioner Wyman asked if the barn has living quarters.

Ms. Kropf stated she would defer to the applicant.

Commissioner Wyman asked how the barn was currently allowed if over the square footage.

Ms. Kropf replied that staff was unsure.

Commissioner Blum asked what the combined total square footage of the existing and proposed structures would be.

Ms. Kropf replied 3900 square feet.

Commissioner Wyman stated that there was a discrepancy in the parcel totals. He stated that parcel one is being reduced by .21 acres and parcel two is being increased by .16 acres. He asked what happened to the .05 acres.

Ms. Kropf stated she would defer to the applicant.

Commissioner Wyman asked if both parcels have the same owner.

Deputy City Attorney Guckenberger stated that parcel two is owned by an entity which the owner of parcel one is the principal holder of.

Michelle Wilson, architect for the applicant, stated that on the Humboldt parcel the barn is considered the primary structure, not an accessory structure. She continued to state that the “finger” portion of parcel one is unusable in the current configuration.

Ms. Wilson stated that the barn was built in 2005 and is very high end and there are no plans to demolish it. She continued to say that the guest house will be approximately 1100 square feet and will match the style of the barn.

Deputy City Attorney Guckenberger stated that agriculture is an allowed use in the R-1 Zone District.

Ms. Wilson stated that the lot is only nonconforming in size and that accessory structures are allowed on nonconforming properties.

Commissioner Wyman asked if there are living facilities in the barn.

Ms. Wilson replied no.

Commissioner Wyman asked if there are horses on the property.

David Mosteller, property owner, stated that he would be bringing his horses from the mountains soon.

Commissioner Niederman asked if anyone would be residing in the guest house full time.

Mr. Mosteller replied that his caretaker would.

Commissioner Kaplan stated that the applicant could qualify the parcel as an R-1 parcel and could be sold..

Mr. Mosteller replied no and you can put that in writing. Cherry Hills means a lot to me. I own the old O’Meara property on Mansfield for 12 years. I never built there. My wife and I got a divorce. I got my neighbor to buy the lot next door and we chopped it up and gave some of the land to Cherry Hills so it could never be built on. The lady living next to me gets to live there for \$1 per year. I am not a trust fund person. I have a bankroll. She is a good person and I care for her a lot, etc. I am not a developer and I am not in the business to flip this. This is home. I was a caddy at Cherry Hills Country Club. This is not a flip. (unintelligible). I want to make a compound for my family and their horses. I purchased the property two years ago. More discussion on life, background, etc.

Planning and Zoning Commission Meeting

July 12, 2016

Commissioner Kaplan asked if the barn would be removed.

Mr. Mosteller replied no that he probably not exaggerating spent 1 million dollars on this barn. Its gorgeous. I want to make this secondary structure look just like it. It is not going to block anyone's views. It's actually going to take a weird finger as Michelle calls it and do something with it and give Mo, my guy in Apsen a place to live.

Commissioner Wyman asked if there would be a new curb cut.

Ms. Wilson replied we are absolutely using the same curb cut and same driveway.

Commissioner Niederman asked if they considered consolidating into one parcel.

Ms. Wilson stated that would not work with the accessory structure square foot limit.

Vice Chair Blum stated that the smaller parcel is still nonconforming.

Deputy City Attorney Guckenberger stated that the additional acreage does bring it closer to compliance. She continued to say that the barn is allowed as a primary structure in the R-1 Zone District.

Vice Chair Blum asked if a nonconforming lot could still have an accessory structure.

Deputy City Attorney Guckenberger replied that the lot size is not pertinent to the type of structure being built.

Commissioner Wyman asked about the .05-acre discrepancy.

Ms. Wilson replied that all information is based on a current survey. She continued to say that it could be right of way.

Vice Chair Blum asked if the lots would be replatted.

Ms. Wilson replied yes.

Commissioner Kaplan asked if the preliminary plat would go to City Council.

Deputy City Attorney Guckenberger stated that there is no preliminary plat in cases such as these it is only replatting.

Commissioner Niederman stated he was concerned about setting a precedent with a nonconforming lot. He stated it might be easier to allow for a variance for the accessory structure.

Commissioner Wyman stated that nonconforming lots can be replatted and remain nonconforming.

Commissioner Wyman stated that Peter's question is still a fair question because you don't know what might occur next- you never do. In terms of the criteria, staff reports, etc adversely impacting other properties I have to agree with staff's report. Was it Dori who asked the question, Mr. Mosteller might want to sell off this lot is a separate issue. Mr. Mosteller offered to put it in writing that these things are going to go together if Council says that is an appropriate addition to approval of this I am ok with it.

Vice Chair Blum stated that currently the parcels are under separate ownership.

Deputy City Attorney Guckenberger replied yes that it is technically two owners.

Mr. Mosteller said I am 100 percent the owner

Vice Chair Blum stated that it would be a worse precedent to allow an increase in accessory structure size.

Commissioner Wyman asked if there could be two primary structures if the lots were merged.

Deputy City Attorney Guckenberger stated that there were no obstacles to merging the lots. She stated more time would be needed to determine options.

Commissioner Kaplan made a motion, which was seconded by Commissioner Niederman, to move to recommend approval to City Council of the request by David S. Mosteller for a minimum lot area variance from Municipal Code Section 16-5-30(b) to allow for approval of a minor lot adjustment for 1550 E. Oxford Lane and 4180 S. Humboldt Street. She stated that the Commission finds that the proposed variance meets all of the approval criteria outlined in Municipal Code Section 17-3-420 as outlined in Table 1 of the July 12, 2016 staff memorandum.

Vice Chair Blum said let's have discussion. Do we want to put a---

Commissioner Wyman said do we want to put a condition. Peter what do you think?

Commissioner Niederman said I'm sorry?

Commissioner Wyman said the Condition that the two will remain together and not be split off. Are you good with that. ? I think that is a reasonable condition to add to the motion assuming the applicant is also agreeable to it.

Mr. Mosteller said I am.

Vice Chair Blum said as a condition that the lots be maintained as one ownership to add to the motion

Commissioner Wyman said to add to the recommendation to city council

Vice Chair Blum said lets call for a vote.

The motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

Peter Savoie, Chairman

Cesarina Dancy, Community Development Clerk

David S. Mosteller
1550 East Oxford Lane, Cherry Hills Village, CO 80113
(303) 317-9000

October 2, 2016

Mayor and City Council City
of Cherry Hills Village
2450 East Quincy Avenue
Cherry Hills Village, CO 80113

Re: Restrictions on Transfer of
4180 South Humboldt Street, Englewood, CO 80113 and
1550 East Oxford Lane, Cherry Hills Village, Colorado 80113

To whom it may concern:

I am the owner of a residence located at 1550 East Oxford Lane, Cherry Hills Village, Colorado 80113, legally described under the headings Parcel 1A and Parcel 1B on the attached Exhibit A ("East Oxford Property"). I am also the sole owner of 80 South Santa Fe Development Company, LLC, a Colorado limited liability company ("80 South") which is the owner of a property know as 4180 South Humboldt Street, Englewood, CO 80113 legally described under the headings Parcel 2 on the attached Exhibit A ("So. Humboldt Property").

I have requested approval of a minor lot adjustment pursuant to Municipal Code Section 16-5-30(b) for a minimum lot area variance. I agree that I will not sell or convey the East Oxford Property unless 80 South sells or conveys the So. Humboldt Property to the same legal entity or individual at the same time. In addition, my company, 80 South will not sell or convey the So. Humboldt Property unless I sell the East Oxford Property to the same legal entity or individual at the same time.

These restrictions will end on the earlier to occur of: (i) I have the written consent of [Cherry Hills Village?] to sell the properties separately, or (ii) I have complied with the limitations set forth herein. These restrictions shall not limit sales by the purchaser of either or both properties after acquiring title from me and from 80 South. Finally, I hereby agree that the [City of Cherry Hills Village] is an intended beneficiary of the provisions set forth in this letter and as such, it may sue to enjoin any sale that is not in compliance with the terms of this letter.

Sincerely,



David S. Mosteller
Property Owner

[City of Cherry Hills Village]

October 2, 2016

Page 2 of 4

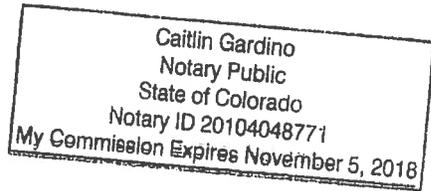
David S. Mosteller, individually and as the sole manager of 80 South Santa Fe Development
Company STATE OF COLORADO)

) SS.

COUNTY OF *Archuleta*)

The foregoing was subscribed and sworn to or acknowledged before me this 1st day of
October, 2016, by David S. Mosteller individually and as the sole manager of 80 South Santa Fe
Development Company, LLC.

Witness my hand and official seal.



Caitlin Gardino

Notary Public

My commission expires: *11/5/18*

[City of Cherry Hills Village]

October 2, 2016

Page 3 of 4

**Exhibit A
To the letter from
David S. Mosteller
To
Mayor and City Council City
of Cherry Hills Village**

PARCEL 1A:

(For Informational purposes only, also known and numbered as 1550 E Oxford Lane)

A PART OF THE SOUTH ONE-HALF OF THE SOUTH ONE-HALF OF SECTION 2, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE 6TH PRINCIPAL MERIDIAN, AND A PART OF BLOCK 1, AND OUTLOT 011, SOUTH BROADWAY HEIGHTS ADDITION, COUNTY OF ARAPAHOE, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER OF THE SOUTHEAST ONE-QUARTER OF SAID SECTION 2; THENCE SOUTH 359.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST 311.67 FEET; THENCE SOUTH 301.30 FEET; THENCE SOUTH 88 DEGREES 29 MINUTES 27 SECONDS WEST 311.70 FEET TO A POINT ON THE NORTH - SOUTH CENTERLINE OF SAID SECTION 2; THENCE NORTH ALONG SAID NORTH - SOUTH CENTERLINE 205.09 FEET; THENCE SOUTH 88 DEGREES 32 MINUTES 02 SECONDS WEST 307.59 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF SOUTH HUMBOLDT STREET; THENCE NORTH 00 DEGREES 22 MINUTES 56 SECONDS EAST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 45.38 FEET; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST 120.45 FEET; THENCE NORTH 1 DEGREE 17 MINUTES 10 SECONDS WEST 53.00 FEET; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST 188.00 FEET TO THE POINT OF BEGINNING.

PARCEL 1B:

(For Informational purposes only, associated with Parcel 1A)

AN EASEMENT OVER THE REAL PROPERTY LOCATED IN THE COUNTY OF ARAPAHOE, STATE OF COLORADO AND MORE PARTICULARLY DESCRIBED IN RIGHT OF WAY EASEMENT RECORDED OCTOBER 7, 1977 IN BOOK 2662 AT PAGE 511 COUNTY OF ARAPAHOE, STATE OF COLORADO.

PARCEL 2:

(For Informational purposes only, also known and numbered as 4180 S Humboldt St)

THAT PART OF BLOCK 1 AND OUTLOTS 011 AND 012, SOUTH BROADWAY HEIGHTS ADDITION, COUNTY OF ARAPAHOE, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE EAST LINE OF SAID OUTLOT 011 WHICH IS 457.2 FEET SOUTH OF THE NORTHEAST CORNER OF SAID LOT 011; THENCE WEST TO A POINT 30 FEET EAST OF THE

[City of Cherry Hills Village]

October 2, 2016

Page 4 of 4

WEST LINE OF SAID BLOCK 1; THENCE SOUTHERLY, PARALLEL WITH SAID WEST LINE, TO THE SOUTH LINE OF OUTLOT 012; THENCE EAST, ALONG SAID SOUTH LINE, TO THE SOUTHEAST CORNER OF OUTLOT 012; THENCE NORTH, ALONG THE EAST LINE OF SAID OUTLOT 011, TO THE POINT OF BEGINNING, COUNTY OF ARAPAHOE, STATE OF COLORADO.

RECORD OF PROCEEDINGS

Minutes of the
City Council of the City of Cherry Hills Village, Colorado
Held on Tuesday, October 18, 2016 at 6:30 p.m.
At the Village Center

The Council held a study session regarding capital projects funding at 6:01 p.m.

Mayor Laura Christman called the meeting to order at 6:47 p.m.

ROLL CALL

Mayor Laura Christman, Councilors Mark Griffin, Earl Hoellen, Alex Brown, Mike Gallagher, Klasina VanderWerf, and Katy Brown were present on roll call. Also present were City Manager Jim Thorsen, Deputy City Manager and Public Works Director Jay Goldie, City Attorney Linda Michow, Finance Director Karen Proctor, Police Chief Michelle Tovrea, Human Resource Analyst Kathryn Ducharme, Public Works Project and Right-of-Way Manager Ralph Mason, Accounting Clerk Jessica Sager, Special Projects Coordinator Emily Black and City Clerk Laura Smith.

Absent: none

PLEDGE OF ALLEGIANCE

The Council conducted the pledge of allegiance.

AUDIENCE PARTICIPATION PERIOD

None

CONSENT AGENDA

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

- a. Approval of Minutes – October 4, 2016
- b. Resolution 15, Series 2016; Appointing a New Member to the Public Art Commission

The motion passed unanimously.

ITEMS REMOVED FROM CONSENT AGENDA

None

UNFINISHED BUSINESS

Continued from September 20, 2016 – Public Hearing to Consider a Request by David Mosteller of 1550 East Oxford Lane and 4180 South Humboldt Street for a Variance from Municipal Code Section 16-5-30(b) Concerning Minimum Lot Area for Approval of a Minor Lot Adjustment

Deputy City Manager/Director Goldie explained that the applicant had submitted two related applications, specifically (1) approval of a minimum lot area variance from Municipal Code Section 16-5-30(b) in order to seek (2) approval of a minor lot adjustment plat. The applicant owned or controlled both 1550 E. Oxford Lane and 4180 S. Humboldt Street. The minimum lot area variance was necessary because the

Humboldt Street lot was already legally non-conforming in lot area and the proposed, reconfigured Humboldt lot would also fail to meet the minimum lot area for the R-1 Zone District, which is a criterion of approval for a minor lot adjustment plat. The minor lot adjustment plat was separate from the variance request, and was approved administratively by staff. The purpose of the proposed lot line adjustment plat would be to allow the applicant to build a new 1,078 square-foot guest house that would meet the required accessory structure setbacks for the R-1 Zone District in addition to the existing 1,889 square-foot barn on the Humboldt lot. Alternatively the applicant could combine the two lots and request a variance for the number of accessory structures. Municipal Code Section 17-3-420 outlines the approval criteria that the City Council must use in determining whether or not to approve a variance request. For approval, the City Council must find that the request meets all criteria, as outlined in the table on page 4 of the staff report. Staff analysis for each criterion was included in the staff report. The Planning and Zoning Commission (P&Z) recommended approval of the variance request on July 12, 2016 with the condition that "the lots be maintained as one ownership". Following the P&Z meeting, City staff and the applicant discussed the specific terms of the condition and the extent of the proposed restriction. The question of whether P&Z intended the condition to run in perpetuity or only during the applicant's ownership of the properties is not fully answered by a review of P&Z's meeting minutes or audio tape. The applicant submitted a draft letter which proposed to address P&Z's condition of approval. In response to the applicant's letter, City staff and the City Attorney suggested a written agreement between the City and the applicant to be recorded against the properties to address P&Z's condition, which was drafted in the proposed motion to apply only to the applicant's ownership of the properties, and would not run in perpetuity. Upon transfer of both properties from the applicant to a third party purchaser, the City could pursue a lot merger as set forth in Section 16-2-70 of the Municipal Code.

Mayor Christman asked about the condition running in perpetuity or only during the applicant's ownership of the properties.

City Attorney Michow replied that it was not clear in the P&Z meeting minutes but discussions with P&Z members off record had demonstrated that P&Z had intended that the condition run in perpetuity. The applicant objected to the condition, and staff was suggesting a written agreement as a way to move forward with the application.

Councilor Hoellen asked if the written agreement would be binding.

City Attorney Michow replied that the City would not agree to the letter as proposed. She added that any letter agreed to by the City would be recorded against both properties.

Councilor Hoellen asked about P&Z's concern resulting in the condition.

Mayor Christman noted that the proposal conformed with the Master Plan and the neighborhood. She added that if a future owner of the Humboldt property wanted to tear down the barn and build a large house they would need to conform with zoning standards such as setbacks despite the lot being non-conforming.

Councilor VanderWerf added that the floor area ratio standard would restrict the size of a new home.

Councilor K. Brown questioned how the proposal would change the current situation to a point that the City would want to impose the condition that the lots be sold together.

Mayor Pro Tem A. Brown asked about Section 16-2-70 of the Code.

RECORD OF PROCEEDINGS

City Attorney Michow replied that Section 16-2-70 of the Code stated that "Where two or more contiguous lots of record are under identical ownership upon or after the effective date of this Section (February 25, 2001, hereinafter the "Effective Date"), and all, one or more of such contiguous lots fails to conform to the applicable minimum lot area requirement for such lots, all such contiguous lots of record shall be merged and considered for the purpose of this Chapter and of Chapter 17 of this Code as a single and undivided lot." She indicated that Section 16-2-70 effectively created an automatic merger under law when the lots are under identical ownership.

Councilor Hoellen noted that the lots were currently not under identical ownership but if the two properties were sold to a single entity it would trigger the merger of the two lots.

City Attorney Michow agreed and noted that staff had only done this research recently and that the automatic merger was not evident at the time of the P&Z hearing. She added that for a six month period beginning in June 2014 Mr. Mosteller had owned both lots in his name. In December 2014 he conveyed the Humboldt lot to his LLC.

Councilor Hoellen questioned if the merger had been automatic when Mr. Mosteller had purchased both lots in June 2014.

Mayor Christman replied that the two lots did merge and therefore the proposed application would result in a more non-conforming situation.

Councilor K. Brown asked if it complicated matters that the deed to the Humboldt property had been conveyed.

City Attorney Michow noted that the applicant had stated the Humboldt property had been conveyed for tax reasons. She added that the City had no way to monitor ownership of properties and was only made aware of this issue when the applicant filed the application with the City.

Mayor Christman stated that if the merger took place then conveying the Humboldt property would have been an illegal subdivision.

Councilor Hoellen asked about the legal lot size for properties in the R-1 Zone District.

Deputy City Manager/Director Goldie explained that the City used gross lot size by measuring to the middle of the adjacent rights-of-way to meet the required lot size. He indicated that the minimum conforming lot size was 2.5 acres for the R-1 Zone District.

Councilor Hoellen suggested that when the proposal was finalized the precise acreage should be determined. He questioned the result of the illegal subdivision if the lots had merged when Mr. Mosteller purchased them.

Mayor Christman replied that the City would have to take action to undo the illegal subdivision or wait until the lots were sold to one owner.

Councilor K. Brown indicated that the letter recorded with the properties should reference Section 16-2-70 of the Code.

Councilor Hoellen questioned how City zoning ordinances could be enforced.

Mayor Christman replied that illegal subdivisions were not uncommon and the City could cause the property to be re-conveyed.

Deputy City Manager/Director Goldie noted that Council could deny the application, ask the applicant to merge the two lots and submit a request for a variance for the number of accessory structures.

Michelle Wilson of MMW Architects, indicated she represented the applicant, Mr. Mosteller, who was unable to attend tonight. She explained that the applicant had been working on this application for over a year. She noted that he had bought the properties from the Goff family. She indicated that he had been a resident for 15 years and had his current home on Mansfield. She noted that he had donated part of his property to the City for the park, and allowed an elderly resident to stay in another of his properties for \$1/month. She indicated that he had young children and had no intention of selling or subdividing his properties. She explained that the object of the application was to allow construction of a caretaker home. She noted that there were no living facilities in the barn. She indicated that they had examined various options including rezoning and combining the two lots, but the proposed minor lot adjustment would make the Humboldt property less non-conforming and would keep all the current structures and the proposed caretaker house conforming. She added that staff had been concerned that an approved variance for the number of accessory structures would set a precedent. She indicated that P&Z had been concerned that Mr. Mosteller would sell one of his properties and they asked if he would put the condition in writing. She explained that Mr. Mosteller was not concerned with the condition for his lifetime but was concerned about entering into a restrictive covenant. She added that he was concerned a lender would not accept the restrictive covenant and that it was not appropriate beyond his lifetime. She recognized that the restrictive covenant was P&Z's best proposal to achieve its goals and indicated that the applicant was open to doing what he could within reason.

Councilor Hoellen asked about the conveyance of the Humboldt property.

Ms. Wilson explained that it had been a tax issue.

Councilor K. Brown asked if Mr. Mosteller had purchased the two properties from a single party.

Ms. Wilson replied that the properties had been purchased in two separate sales, although they had been owned by the same family.

City Attorney Michow confirmed that one lot had been owned by one member of the family and the other lot had been owned by another member of the family.

Mayor Christman asked why the applicant did not merge the two lots and request a variance for the number of accessory structures.

Councilor K. Brown noted that Council could not guarantee that the Board of Adjustment and Appeals would grant such a request.

Ms. Wilson noted that the proposed scenario resulted in the least non-conforming elements and did not create a precedence of more accessory structures than allowed by the Code.

Councilor K. Brown questioned if the situation would meet the requirements for a variance.

Councilor Hoellen indicated that the two lots should have merged when they were first purchased by Mr. Mosteller and if that had occurred no more structures would be allowed.

RECORD OF PROCEEDINGS

Councilor K. Brown agreed that while she had no particular concerns with the proposal, the two lots should have been merged into one lot when Mr. Mosteller purchased the properties.

Councilor Griffin noted that when Mr. Mosteller had conveyed the Humboldt property to his LLC it had been an unintended subdivision.

Mayor Christman agreed that Mr. Mosteller had not intended to violate the Code. She indicated that Council needed more facts and needed to know if the merger occurred. She noted that if it did not then the two lots would merge when Mr. Mosteller sold them.

City Attorney Michow advised that Council had the option to deny the request.

Councilor K. Brown asked if the situation had been explained to the applicant in these terms.

Councilor Hoellen agreed that he didn't think the applicant intended to violate the Code. However, he indicated that Council could still take action to correct the discrepancy of the lots not merging, and probably should take such action in the absence of any other action. He stated that this would be necessary in order to ensure that the Code is enforced fairly and consistently. He suggested, however, that there is also another action that Council could take to correct the problem, and that action would involve negotiating with the applicant in such a manner as to allow the additional structure, but also provide a firm agreement for the two properties to be merged upon any sale in the future. He noted that this would eliminate the City having to use resources now to take whatever action would be necessary to merge the two properties now, but ensure that they are merged sometime in the future.

Councilor VanderWerf noted that the future owner of the merged lots would not be able to replace a structure if they were to tear one down because the maximum number of accessory structures would be exceeded.

Councilor Griffin noted that the Code required dedication of open space for subdivision of property in the City. He indicated that a trail from Quincy ended at this property.

Deputy City Manager/Director Goldie noted that the trail was closed.

Councilor Griffin asked if either property was in the floodplain.

Ms. Wilson replied they were not.

Councilor Griffin suggested that Council table the issue in order to find a good resolution with the applicant.

Mayor Pro Tem A. Brown agreed and noted that tabling the issue would allow staff to conduct additional research for Council to consider and would allow the applicant to address Council directly at a future meeting.

Mayor Christman re-opened the public hearing at 7:48 p.m.

Councilor K. Brown moved, seconded by Councilor VanderWerf to continue the public hearing to November 15, 2016 at 6:30 p.m.

The motion passed unanimously.



(1)

State Documentary Fee
Date: June 23, 2014
\$ 421.30

Warranty Deed
(Pursuant to 38-30-113 C.R.S.)

THIS DEED, made on June 23, 2014 by JODY M. GOFF, AS TO PARCELS 1A AND 1B, AND JAMES GOFF, AS TO PARCEL 2, Grantor(s), of the County of ARAPAHOE and State of COLORADO for the consideration of (\$4,213,000.00) * Four Million Two Hundred Thirteen Thousand and 00/100 *** dollars in hand paid, hereby sells and conveys to DAVID S. MOSTELLER Grantee(s), whose street address is 1550 EAST OXFORD LANE CHERRY HILLS VILLAGE, CO 80113, County of ARAPAHOE, and State of COLORADO, the following real property in the County of Arapahoe, and State of Colorado, to wit:**
SEE ATTACHED "EXHIBIT A"

also known by street and number as: Parcel 1) 1550 EAST OXFORD LANE Cherry Hills Village, CO 80113 Parcel 2) 4180 SOUTH HUMBOLDT STREET Cherry Hills Village, CO 80113

with all its appurtenances and warrants the title to the same, subject to GENERAL TAXES AND ASSESSMENTS FOR THE YEAR 2014 AND SUBSEQUENT YEARS AND SUBJECT TO THOSE ITEMS AS SET FORTH ON EXHIBIT "B" ATTACHED HERETO AND INCORPORATED HEREIN.

Jody M Goff

JODY M. GOFF

JAMES GOFF

JAMES GOFF
State of COLORADO)
County of ARAPAHOE)

KATHLEEN P. HAMERSTADT
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 18914014801
My Commission Expires February 5, 2018

The foregoing instrument was acknowledged before me on this day of June 23, 2014 by JODY M. GOFF AND JAMES GOFF

Kathleen P. Hamerstadt

Notary Public
My commission expires 2-5-16

DM

When Recorded Return to: **DAVID S. MOSTELLER**
1550 EAST OXFORD LANE CHERRY HILLS VILLAGE, CO 80113

UNOFFICIAL COPY



Exhibit A

PARCEL 1A:

(For Informational purposes only, also known and numbered as 1550 E Oxford Lane)

A PART OF THE SOUTH ONE-HALF OF THE SOUTH ONE-HALF OF SECTION 2, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE 6TH PRINCIPAL MERIDIAN, AND A PART OF BLOCK 1, AND OUTLOT 011, SOUTH BROADWAY HEIGHTS ADDITION, COUNTY OF ARAPAHOE, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER OF THE SOUTHEAST ONE-QUARTER OF SAID SECTION 2; THENCE SOUTH 359.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST 311.67 FEET; THENCE SOUTH 301.30 FEET; THENCE SOUTH 88 DEGREES 29 MINUTES 27 SECONDS WEST 311.70 FEET TO A POINT ON THE NORTH - SOUTH CENTERLINE OF SAID SECTION 2; THENCE NORTH ALONG SAID NORTH - SOUTH CENTERLINE 205.00 FEET; THENCE SOUTH 88 DEGREES 32 MINUTES 02 SECONDS WEST 307.59 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF SOUTH HUMBOLDT STREET; THENCE NORTH 00 DEGREES 22 MINUTES 58 SECONDS EAST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 45.38 FEET; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST 120.45 FEET; THENCE NORTH 1 DEGREE 17 MINUTES 10 SECONDS WEST 53.00 FEET; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST 188.00 FEET TO THE POINT OF BEGINNING.

PARCEL 1B:

(For Informational purposes only, associated with Parcel 1A)

AN EASEMENT OVER THE REAL PROPERTY LOCATED IN THE COUNTY OF ARAPAHOE, STATE OF COLORADO AND MORE PARTICULARLY DESCRIBED IN RIGHT OF WAY EASEMENT RECORDED OCTOBER 7, 1977 IN BOOK 2662 AT PAGE 511 COUNTY OF ARAPAHOE, STATE OF COLORADO.

PARCEL 2:

(For Informational purposes only, also known and numbered as 4180 S Humboldt St)

THAT PART OF BLOCK 1 AND OUTLOTS 011 AND 012, SOUTH BROADWAY HEIGHTS ADDITION, COUNTY OF ARAPAHOE, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE EAST LINE OF SAID OUTLOT 011 WHICH IS 457.2 FEET SOUTH OF THE NORTHEAST CORNER OF SAID LOT 011; THENCE WEST TO A POINT 30 FEET EAST OF THE WEST LINE OF SAID BLOCK 1; THENCE SOUTHERLY, PARALLEL WITH SAID WEST LINE, TO THE SOUTH LINE OF OUTLOT 012; THENCE EAST, ALONG SAID SOUTH LINE, TO THE SOUTHEAST CORNER OF OUTLOT 012; THENCE NORTH, ALONG THE EAST LINE OF SAID OUTLOT 011, TO THE POINT OF BEGINNING, COUNTY OF ARAPAHOE, STATE OF COLORADO.

UNOFFICIAL COPY

EXHIBIT "B"

Property Address: PARCEL 1) 1550 EAST OXFORD LANE CHERRY HILLS VILLAGE, CO 80113 PARCEL 2) 4180 SOUTH HUMBOLDT STREET CHERRY HILLS VILLAGE, CO 80113

AN EASEMENT FOR UTILITY AND INCIDENTAL PURPOSES GRANTED TO PUBLIC SERVICE COMPANY OF COLORADO, BY THE INSTRUMENT RECORDED DECEMBER 27, 1954 IN BOOK 892 AT PAGE 434, UPON THE TERMS AND CONDITIONS SET FORTH IN SAID INSTRUMENT.

AN EASEMENT FOR SANITARY SEWER LINE, GRANTED TO CITY OF CHERRY HILLS VILLAGE SANITATION DISTRICT, IN INSTRUMENT RECORDED JANUARY 28, 1976 IN BOOK 2414 AT PAGE 147.

TERMS, CONDITIONS AND PROVISIONS OF RIGHT OF WAY EASEMENT RECORDED OCTOBER 07, 1977 IN BOOK 2662 AT PAGE 511.

TERMS, CONDITIONS AND PROVISIONS OF PUBLIC SERVICE COMPANY OF COLORADO EASEMENT RECORDED OCTOBER 18, 2004 AT RECEPTION NO. B4183371.

THE 4 EXCEPTIONS LISTED ABOVE AFFECT PARCELS 1A, 1B AND 2 ONLY)

EASEMENT OVER THE SOUTH 15 FEET OF SUBJECT PROPERTY GRANTED TO D. EUGENE COWEN AND RULDA H. COWEN RECORDED OCTOBER 11, 1967 IN BOOK 1730 AT PAGE 493.

EASEMENT OVER THE SOUTH 10 FEET OF SUBJECT PROPERTY GRANTED TO THE CITY OF CHERRY HILLS VILLAGE SANITATION DISTRICT RECORDED MARCH 31, 1976 IN BOOK 2432 AT PAGE 512.

ANY TAX, LIEN, FEE, OR ASSESSMENT BY REASON OF INCLUSION OF SUBJECT PROPERTY IN THE CASTLEWOOD FIRE PROTECTION DISTRICT, AS EVIDENCED BY INSTRUMENT RECORDED SEPTEMBER 14, 1989, IN BOOK 5772 AT PAGE 590.

TERMS, CONDITIONS AND PROVISIONS OF PUBLIC SERVICE COMPANY OF COLORADO EASEMENT RECORDED OCTOBER 18, 2004 AT RECEPTION NO. B4183372.

THE 4 EXCEPTIONS LISTED ABOVE AFFECT PARCEL 2 ONLY)

UNOFFICIAL COPY



Special Warranty Deed
(Pursuant to 38-30-115 C.R.S.)

State Documentary Fee
Date: 12-23-14
\$ 120.00

THIS DEED, made on 12-23-14 by DAVID S. MOSTELLER Grantor(s), of the County of ARAPAHOE and State of COLORADO for the consideration of (\$1,200,000.00) *** One Million Two Hundred Thousand and 00/100 *** dollars in hand paid, hereby sells and conveys to 80 SOUTH SANTA FE DEVELOPMENT COMPANY, LLC, A COLORADO LIMITED LIABILITY COMPANY Grantee(s), whose street address is 8231 EAST PRENTICE AVENUE GREENWOOD VILLAGE, CO 80111, County of ARAPAHOE, and State of COLORADO, the following real property in the County of Arapahoe, and State of Colorado, to wit:

SEE ATTACHED "EXHIBIT A"
also known by street and number as: 4180 S. HUMBOLDT ST., CHERRY HILLS VILLAGE, CO 80013

with all its appurtenances and warrants the title against all persons claiming under the Grantor(s), subject to general taxes for the year 2014 and those specific Exceptions described by reference to recorded documents as reflected in the Title Documents accepted by Grantee(s) in accordance with Record Title Matter (Section 8.2) of the Contract to Buy and Sell Real Estate relating to the above described real property; distribution utility easements, (including cable TV); those specifically described rights of third parties not shown by the public records of which Grantee(s) has actual knowledge and which were accepted by Grantee(s) in accordance with Off-Record Title Matters (Section 8.3) and Current Survey Review (Section 9) of the Contract to Buy and Sell Real Estate relating to the above described real property; inclusion of the Property within any special tax district; and other

DAVID S. MOSTELLER
State of COLORADO)
City and County of DENVER)

MY COMMISSION EXPIRES 05/11/2017
KATHERINE C. TALCOTT
NOTARY PUBLIC
STATE OF COLORADO

The foregoing instrument was acknowledged before me on this day of 12-23-14
by DAVID S. MOSTELLER

Witness my hand and official seal.
My commission expires 5-11-17

Notary Public

When Recorded Return to: 80 SOUTH SANTA FE DEVELOPMENT COMPANY, LLC,
A COLORADO LIMITED LIABILITY COMPANY
8231 EAST PRENTICE AVENUE GREENWOOD VILLAGE, CO 80111

KATHERINE C. TALCOTT
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 19974007236
MY COMMISSION EXPIRES 05/11/2017



EXHIBIT A

PARCEL 1:

THAT PART OF BLOCK 1 AND OUTLOTS 011 AND 012, SOUTH BROADWAY HEIGHTS ADDITION, COUNTY OF ARAPAHOE, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE EAST LINE OF SAID OUTLOT 011 WHICH IS 457.2 FEET SOUTH OF THE NORTHEAST CORNER OF SAID LOT 011; THENCE WEST TO A POINT 30 FEET EAST OF THE WEST LINE OF SAID BLOCK 1; THENCE SOUTHERLY, PARALLEL WITH SAID WEST LINE, TO THE SOUTH LINE OF OUTLOT 012; THENCE EAST, ALONG SAID SOUTH LINE, TO THE SOUTHEAST CORNER OF OUTLOT 012; THENCE NORTH, ALONG THE EAST LINE OF SAID OUTLOT 011, TO THE POINT OF BEGINNING, COUNTY OF ARAPAHOE, STATE OF COLORADO.

UNOFFICIAL COPY

UNOFFICIAL COPY

RESTRICTIVE COVENANT REGARDING 1550 EAST OXFORD LANE AND 4180 SOUTH HUMBOLDT STREET TO BE SUBDIVIDED UNDER MOSTELLER MINOR LOT ADJUSTMENT PLAT, CHERRY HILLS VILLAGE, COLORADO (“Restrictive Covenant”)

PROPERTIES SUBJECT TO RESTRICTIVE COVENANT:

Parcel 1, legally described as:

A PART OF THE SOUTH ONE-HALF OF THE SOUTH ONE-HALF OF SECTION 2, TOWNSHIP 5 SOUTH, RANGE 68 WEST OF THE 6TH PRINCIPAL MERIDIAN, AND A PART OF BLOCK 1, AND OUTLOT 011, SOUTH BROADWAY HEIGHTS ADDITION, COUNTY OF ARAPAHOE, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST ONE-QUARTER OF THE SOUTHEAST ONE-QUARTER OF SAID SECTION 2; THENCE SOUTH 359.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST 311.67 FEET; THENCE SOUTH 301.30 FEET; THENCE SOUTH 88 DEGREES 29 MINUTES 27 SECONDS WEST 311.70 FEET TO A POINT ON THE NORTH - SOUTH CENTERLINE OF SAID SECTION 2; THENCE NORTH ALONG SAID NORTH - SOUTH CENTERLINE 205.09 FEET; THENCE SOUTH 88 DEGREES 32 MINUTES 02 SECONDS WEST 307.59 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY LINE OF SOUTH HUMBOLDT STREET; THENCE NORTH 00 DEGREES 22 MINUTES 56 SECONDS EAST ALONG SAID EASTERLY RIGHT-OF-WAY LINE 45.38 FEET; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST 120.45

FEET; THENCE NORTH 1 DEGREE 17 MINUTES 10 SECONDS WEST 53.00 FEET; THENCE NORTH 88 DEGREES 42 MINUTES 50 SECONDS EAST 188.00 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH

AN EASEMENT OVER THE REAL PROPERTY LOCATED IN THE COUNTY OF ARAPAHOE, STATE OF COLORADO AND MORE PARTICULARLY DESCRIBED IN RIGHT OF WAY EASEMENT RECORDED OCTOBER 7, 1977 IN BOOK 2662 AT PAGE 511, COUNTY OF ARAPAHOE, STATE OF COLORADO.

having a current street address of 1550 E. Oxford Lane, Cherry Hills Village, Colorado 80113 (“Parcel 1”); together with:

Parcel 2, legally described as:

THAT PART OF BLOCK 1 AND OUTLOTS 011 AND 012, SOUTH BROADWAY HEIGHTS ADDITION, COUNTY OF ARAPAHOE, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE EAST LINE OF SAID OUTLOT 011 WHICH IS 457.2 FEET SOUTH OF THE NORTHEAST CORNER OF SAID LOT 011; THENCE WEST TO A POINT 30 FEET EAST OF THE WEST LINE OF SAID BLOCK 1; THENCE SOUTHERLY, PARALLEL WITH SAID WEST LINE, TO THE SOUTH LINE OF OUTLOT 012; THENCE EAST, ALONG SAID SOUTH LINE, TO THE SOUTHEAST CORNER OF OUTLOT 012; THENCE NORTH, ALONG THE EAST LINE OF SAID OUTLOT 011, TO THE POINT OF BEGINNING, COUNTY OF ARAPAHOE, STATE OF COLORADO.

having a current street address of 4180 South Humboldt Street, Cherry Hills Village, Colorado 80113 ("Parcel 2").

OWNERS: DAVID S. MOSTELLER ("Mosteller") as to Parcel 1, AND
80 SOUTH SANTA FE DEVELOPMENT COMPANY, LLC, a Colorado limited liability company ("Santa Fe") as to Parcel 2.

EFFECTIVE DATE OF RESTRICTIVE COVENANT: The date of recording of this instrument in the real property records of Arapahoe County, Colorado.

RECITALS

WHEREAS, the Owners have submitted an application to the City of Cherry Hills Village, Colorado (the "City") requesting a minor lot adjustment to adjust property boundaries between Parcels 1 and 2 (the "Minor Lot Adjustment Plat"); and

WHEREAS, the proposed Minor Lot Adjustment Plat would subdivide Parcel 1 and Parcel 2 and create two new lots, to be legally described as follows:

LOT 1, MOSTELLER MINOR LOT ADJUSTMENT,
CITY OF CHERRY HILLS VILLAGE,
COUNTY OF ARAPAHOE,
STATE OF COLORADO ("Lot 1"); and

LOT 2, MOSTELLER MINOR LOT ADJUSTMENT,
CITY OF CHERRY HILLS VILLAGE,
COUNTY OF ARAPAHOE,
STATE OF COLORADO ("Lot 2"); and

WHEREAS, as part of the proposed Minor Lot Adjustment Plat, the Owners are also seeking the City's approval of a minimum lot area variance from Section 16-5-30(b) of the Municipal Code, because Lot 2 fails to meet the minimum lot area of 2.5 acres required under the City's R-1 zone district designation applicable to the Subject Property; and

WHEREAS, the City and the Owners acknowledge and agree that Parcel 2 currently exists as a legal nonconforming lot of record subject to the requirements of the Municipal Code concerning nonconforming lots; and

WHEREAS, subsection (a)(1) of Section 16-2-70 of the Municipal Code, titled "Merger of nonconforming lots of record" currently states, in relevant part, that:

Where two (2) or more contiguous lots of record are under identical ownership upon or after the effective date of this Section (February 25, 2001, hereinafter the "Effective Date"), and all, one (1) or more of such contiguous lots fails to conform to the applicable minimum lot area requirement for such lots, all such contiguous lots of record shall be merged and considered for the purpose of this Chapter and of Chapter 17 of this Code as a single and undivided lot; and

WHEREAS, Mosteller acquired Parcel 1 and Parcel 2 by warranty deed from Jody M. Goff as to Parcel 1 and James Goff as to Parcel 2, said deed dated June 23, 2014 and recorded on June 25, 2014 at Reception No. D4054750 in the real property records of Arapahoe County, Colorado (the "Goff Deed"); and

WHEREAS, Mosteller held and maintained sole ownership of Parcel 1 and Parcel 2 from the date of recording of the Goff Deed until December 23, 2014 when Mosteller conveyed Parcel 2 by special warranty deed to Santa Fe, said deed dated December 23, 2014 and recorded on December 24, 2014 at Reception No. D4120547 in the real property records of Arapahoe County, Colorado; and

WHEREAS, the City and the Owners acknowledge and agree that due to Parcel 2's nonconforming size, Parcel 1 and Parcel 2 effectively merged on or after the date of recording of the Goff Deed when Mosteller acquired title to both Parcel 1 and Parcel 2; and

WHEREAS, notwithstanding the legal effect of the merger of Parcel 1 and Parcel 2 pursuant to Section 16-2-70 of the Municipal Code, Mosteller conveyed Parcel 2 to Santa Fe, a Colorado limited liability company of which Mosteller is the sole member or managing member; and

WHEREAS, due to the existing separate ownership of Parcel 1 and Parcel 2, the City is willing to approve the Owners' pending Minor Lot Adjustment Plat and lot area variance subject to the Owners' consent to and execution of this Restrictive Covenant; and

WHEREAS, the purpose of this Restrictive Covenant is to ensure that the Subject Property will be Transferred by Mosteller and Santa Fe, as the grantors, at the same time and date to the same grantee, and that such grantee and all subsequent owner(s) of the Subject Property will hold the

Subject Property as one merged lot of record in compliance with 16-2-70 of the Municipal Code; and

NOW, THEREFORE, it is declared by the City that the Subject Property shall be held, sold and conveyed subject to the following covenants and restrictions impressed upon the Subject Property by this Restrictive Covenant. The Restrictive Covenant shall run with the land, and shall be binding on the Owners of the Subject Property, and their respective heirs, successors and assigns in perpetuity.

TERMS OF RESTRICTIVE COVENANT

1. The following words as used herein shall have the following meanings:
 - (a) "Municipal Code" means the City of Cherry Hills Village Municipal Code as may be amended from time to time.
 - (b) "Owners" means David S. Mosteller, 80 South Santa Fe Development Company, LLC, and all of their respective heirs, successors and assigns.
 - (c) "Subject Property" means Parcel 1 and Parcel 2, to be legally described as Lot 1 and Lot 2 following the date on which the Minor Lot Adjustment Plat is recorded in the real property records of Arapahoe County.
 - (d) "Transfer" or "Transferred" means any conveyance, assignment, sale, donation or other transfer of the Subject Property to any person or entity other than Mosteller or Santa Fe, directly or indirectly, in whole or in part, whether voluntary or involuntary, including without limitation through devise or descent, assignment to a trust or conservator, foreclosure, power of sale, or deed in lieu of foreclosure.
2. Lot 1 shall not be Transferred unless Lot 1 is Transferred **together with Lot 2**. Lot 2 shall not be Transferred unless Lot 2 is Transferred **together with Lot 1**. Notwithstanding the foregoing restrictions, Mosteller may Transfer 100% of his ownership of Lot 1 to Santa Fe or Santa Fe may Transfer 100% of its ownership of Lot 2 to Mosteller for the sole and exclusive purpose of effectuating identical ownership of the Subject Property as contemplated under Section 16-2-70(1)(a) of the Municipal Code.
3. Any Transfer of Lot 1 and Lot 2 as provided in paragraph 2 above shall be to the same, identical person or entity, at which time Lot 1 and Lot 2 shall merge pursuant to Section 16-2-70 of the Municipal Code. The Owners shall provide the City with written notice of any proposed Transfer of Lot 1 or Lot 2 as contemplated in paragraph 2 no less than fifteen (15) days prior to such Transfer. The written notice required by this paragraph 3 shall be provided via hand delivery or recognized national overnight courier, shall be addressed to each of the City Manager and the City Attorney, and shall specify: (a) the name(s) of the individual(s) or entity to whom Lot 1 and Lot 2 will be Transferred; (b) the date of closing; and (c) the name of the title company or other third party engaged by the Owners to provide closing services.
4. This Restrictive Covenant, once recorded in the real property records of Arapahoe County, Colorado, shall run with the Subject Property in perpetuity and shall bind any person or

entity who acquires any right, title or interest in all or any part of the Subject Property, whether or not any reference to this Restrictive Covenant or its provisions is contained in the deed or other conveyance instrument by which such person or entity acquires an interest in the Subject Property. The Owners acknowledge and consent to the City recording a certificate of lot merger, or similar written instrument, against the Subject Property in the real property records of Arapahoe County Clerk and Recorder's Office to memorialize and effect the merger of Lot 1 and Lot 2 upon Transfer. Once Lot 1 and Lot 2 have been merged in accordance with the controlling provisions of the Municipal Code and as contemplated in this paragraph 4, the City agrees to cooperate with the Owners to terminate this Restrictive Covenant in accordance with the procedure set forth in paragraph 8 below.

5. If any person or entity shall violate or attempt to violate this Restrictive Covenant, it shall be lawful for the City to prosecute proceedings at law or in equity against such person or entity violating or attempting to violate this Restrictive Covenant. Further, nothing herein shall waive or be intended to waive the City's full exercise of its police powers and home rule authority.
6. If any part of this Restrictive Covenant is declared invalid, by judgment or court order, the same shall in no way affect any of the other provisions of this Restrictive Covenant, and such remaining portions of this Restrictive Covenant shall remain in full force and effect.
7. If at any time City fails to enforce the terms of this Restrictive Covenant, whether or not any violations of it are known, such failure shall not constitute a waiver or estoppel of the right to enforce it.
8. This Restrictive Covenant may be modified, amended, or terminated only by joint written agreement of both: (a) the City, which shall be evidenced by a written Resolution approved by City Council at a public meeting, and (b) the Owners. Any modification, amendment or termination of this Restrictive Covenant shall be recorded in the real property records of Arapahoe County, Colorado.
9. The Owners and the City agree that the Subject Property is burdened by this Restrictive Covenant and the City is benefitted by the Restrictive Covenant in that the Restrictive Covenant is intended to ensure that any Transfer of Lot 1 and Lot 2 shall be to the same, identical person or entity, at which time Lot 1 and Lot 2 shall merge pursuant to Section 16-2-70 of the Municipal Code, as contemplated in paragraphs 2 and 3 above.
10. No Third Party Beneficiaries. This Restrictive Covenant does not and shall not be deemed to confer upon or grant to any third party any right to claim damages or to bring any lawsuit, action or other proceedings against either the City or the Owners because of any breach hereof, or because of any terms, covenants, agreements or conditions contained herein. Other than as specifically set forth herein, this Restrictive Covenant is not intended to impose any legal or other responsibility on either the City or the Owners.
11. Attorney's Fees. Mosteller agrees to reimburse the City for all attorneys' fees and recordation costs associated with drafting and recording this Restrictive Covenant.

Further, in the event of any litigation related to this Restrictive Covenant, the prevailing party shall be entitled to recover its costs and reasonable attorneys' fees.

12. Recordation. Upon the City's approval of the Minor Lot Adjustment Plat and concurrent with the recordation of the Minor Lot Adjustment Plat, this Restrictive Covenant shall be recorded in the real property records of Arapahoe County, Colorado.
13. Jurisdiction and Venue. The laws of the State of Colorado shall govern the interpretation and performance of this Restrictive Covenant. Venue shall only be proper in Arapahoe County, Colorado.

IN WITNESS WHEREOF, the parties have executed this Restrictive Covenant as of the date(s) set forth below, to be effective as of the Effective Date set forth on page one above.

[signature pages follow]

CITY:

CITY OF CHERRY HILLS VILLAGE, a
Colorado home rule municipality

Laura Christman, Mayor

Date of execution: _____, 2016

STATE OF COLORADO)
) ss.
COUNTY OF ARAPAHOE)

This Restrictive Covenant was acknowledged before me this ____ day of _____
2016, by Laura Christman as the Mayor of the City of Cherry Hills Village, a Colorado home rule
municipality.

Witness my hand and official seal.

[SEAL]

Notary Public

CHERRY HILLS VILLAGE
COLORADO

2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
www.cherryhillsvillage.com

Village Center
Telephone 303-789-2541
FAX 303-761-9386

ITEM: 9a

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF THE CITY COUNCIL

FROM: KAREN PROCTOR, DIRECTOR OF FINANCE AND ADMINISTRATION
JIM THORSEN, CITY MANAGER

SUBJECT: 2017 PROPOSED BUDGET PUBLIC HEARING

DATE: NOVEMBER 15, 2016

Attached for Council consideration are the following documents:

- (i) 2017 Proposed Budget for the City of Cherry Hills Village
- (ii) Council Bill 8, Series 2016; A Bill for an Ordinance Adopting a Budget and Levying Property Taxes for the City of Cherry Hills Village, Colorado for Fiscal Year 2017 (First Reading)
- (iii) Council Bill 9, Series 2016; A Bill for an Ordinance of the City of Cherry Hills Village, Colorado Authorizing Appropriations for Fiscal Year 2017 (First Reading)

ISSUE:

Should the Council approve the 2017 proposed budget along with Council Bill 8, Series 2016 and Council Bill 9, Series 2016?

DISCUSSION:

A study session was held to discuss the 2016 proposed budget on October 4th, 2016. There have been a few minor changes made to the budget since the study session. The most significant change is the increase in Certificate of Participation (COP) funding from \$9.2M to \$12.9M to fund all three projects.

The City has three major projects proposed in the 2017 budget. This includes the construction of John Meade Park and Alan Hutto Memorial Commons (\$3.7M), the construction of a new City Hall (\$4.5M), and the construction of a new Public Works Facility (\$4.7M). The attached budget includes the City issuing \$12.9M in COP's to fund all three projects.

CHERRY HILLS VILLAGE COLORADO

Based on a \$12.9M issuance, over 25 years, the Capital Fund will receive 42% of these funds (\$5,350,000) while the Parks and Recreation fund will receive the remaining 58% (\$7,550,000) of bond proceeds. That split was determined based upon the amount of the construction that is needed to support the City's Parks Division as compared to the rest of the Administration and Streets Divisions. The COP payment for each of the respective allocations will be split as follows: \$251,795 will be paid from the General Fund operating budget and \$347,717 will be paid from Park and Recreation Fund.

Overall, the 2017 General Fund budget is balanced with revenues equal to expenditures in the amount of \$6,926,376 and an ending fund balance of approximately \$4.4 million.

In the Capital Fund, operating expenditures exceed revenues by \$1,009,250 (excluding the bond proceeds and building projects). Bond proceeds in amount of \$5.35 million were added for the financing of the new Public Works Facility and Village Center. The Capital Fund is expected to have an ending balance in 2017 of approximately \$6.4 million.

In the Parks and Recreation Fund budget the operating expenditures exceed revenue by \$434,081. This fund will receive COP proceeds of \$7.55M and expend \$3.7M for John Meade Park, \$1.5M for their portion of the Village Center (33%) and \$2.35M for their portion of the Public Works facility (50%). This fund will make a COP payment of \$347,717. The projected ending fund balance is approximately \$2 million.

Staff will again submit the budget to the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Awards Program. Submissions for the award must be received within 90 days of the date when the budget is adopted. Staff will provide Council the document that will be submitted for the award in January or February of 2017.

Tonight's public hearing was noticed in the November 3, 2016 issue of the Villager newspaper.

RECOMMENDED MOTIONS:

Item 9(a)(ii) – *“I move to approve Council Bill 8 Series 2016 A Bill for an Ordinance Adopting a Budget and Levying Property Taxes for the City of Cherry Hills Village, Colorado for Fiscal Year 2017 on first reading.”*
(insert any additions or changes for second reading)

Item 9(a)(iii) – *“I move to approve Council Bill 9 Series 2016 A Bill for an Ordinance of The City of Cherry Hills Village, Colorado Authorizing Appropriations for Fiscal Year 2017 on first reading.”* (insert any additions or changes for second reading)

CHERRY HILLS VILLAGE
COLORADO

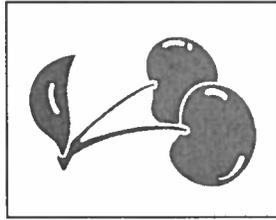
ATTACHMENTS:

Exhibit A: 2017 Proposed Budget for the City of Cherry Hills Village

Exhibit B: Council Bill 8, Series 2016; A Bill for an Ordinance Adopting a Budget and Levying Property Taxes for the City of Cherry Hills Village, Colorado for Fiscal Year 2017 (First Reading)

Exhibit C: Council Bill 9, Series 2016; A Bill for an Ordinance of the City of Cherry Hills Village, Colorado Authorizing Appropriations for Fiscal Year 2017 (First Reading)

2017 PROPOSED BUDGET
CITY OF CHERRY HILLS VILLAGE



2450 E. Quincy Avenue
Cherry Hills Village, CO 80113

Study Session – October 4, 2016
First Reading – November 15, 2016
Second Reading – December 14, 2016

CHERRY HILLS VILLAGE, COLORADO
2450 E. Quincy Avenue

November 15, 2016

Mayor Christman and Members of The Cherry Hills Village City Council:

In accordance with Section 9.2 and Article IX of the City of Cherry Hills Village Home Rule Charter, Section 2-3-40(4) of the City Code and Colorado Revised Statutes 29, Article 1, Local Government Budget Law of Colorado, staff is pleased to present the 2017 Proposed Annual Budget. This submittal of the budget represents the policy direction set forth this past year and the allocation of funds for the provision of municipal services to Cherry Hills Village residents.

This budget document provides the legal authority to appropriate and expend funds for each budget year and explains funding for projects, programs and services. The document also serves as an operations guide by designating service levels to be provided and serves as a financial plan guided by Council's goals. We must not only monitor the daily revenues and expenditures, but also look to future commitments and projects to plan accordingly and ensure levels of service are maintained and sustainable.

The budget process requires a constant monitoring of revenues and expenditures to ensure fund balances are preserved at levels required by the City's fund balance policy. The budget process is ongoing throughout the year. This process allows staff to identify when revenues are not in line with expenditures, thereby providing the opportunity to examine any shortfall that the City may experience and to adjust spending accordingly.

Budget Priorities

The annual budget for 2017 is based on achieving goals and priorities established by the City Council. The top priority of the City Council in 2017 is to begin work on a new Public Works facility; a new Village Center, and construction of John Meade Park and Alan Hutto Memorial Commons. The 2017 budget also takes into consideration the following additional priorities:

- Continue to pro-actively address safety, health and welfare issues within the Village.
- Evaluate and, where possible, enhance service delivery and responsiveness.
- Manage the public's monies in a fiscally responsible manner.
 - Stay within budget.
 - Adhere to and monitor the Strategic Financial Plan.
 - Evaluate possible alternative revenue sources.
- Master Plan implementation.
- Code review and revisions.
- Quincy Farm planning process.
- Highline Canal Trail Interconnect Project.
- Glenmoor Traffic Signal Project (partner with HOA and Greenwood Village).
- Improve public outreach efforts.
 - Crier (monthly publications), Villager, Web site, Channel 22, HOA meetings, school interactions, etc.

- Special Events : Winter Celebration, Exotic Car Show, Summer Movie Night, Spring Clean-Up, Prescription Drug Take Back, National Night Out, Electronics Turn-In, Farmer’s Market and Art Commission events.
- Maintain and evaluate IT systems.
- Employee training and development.
 - Establish training in critical areas for all employees on an annual basis.
 - Leadership training for supervisory and management staff.
- Annual Employee Compensation Study.
 - Evaluate employee benefit programs.
- Determine Community Strategies for Open Space Acquisitions
- Maintain close Staff liaison with the various Village Boards and Commissions.

Projects and COP Funding

The City has three major projects, indicated as top priority, included in the 2017 budget. These include the construction of John Meade Park and Alan Hutto Memorial Commons (\$3.7M), the construction of a new City Hall (\$4.5M), and the construction of a new Public Works Facility (\$4.7M). \$12.9 million in Certificates of Participation (COP’s) have been included in the budget to fund all of the work.

Based on a \$12.9M issuance, 25 years, the Capital Fund will receive 42% of these funds (\$5,350,000) while the Parks and Recreation fund will receive the remaining 58% (\$7,550,000) of the bond proceeds. That split for the cost of the Public Works Facility and the City Hall was determined based upon the amount of the construction that is needed to support the City’s Parks Division as compared to the rest of the Administration and Streets Divisions. The COP payment for each of the respected allocations will be split as follows: \$251,795 will be paid from the General Fund operating budget and \$347,717 will be paid from the Park and Recreation Fund.

Economic Conditions

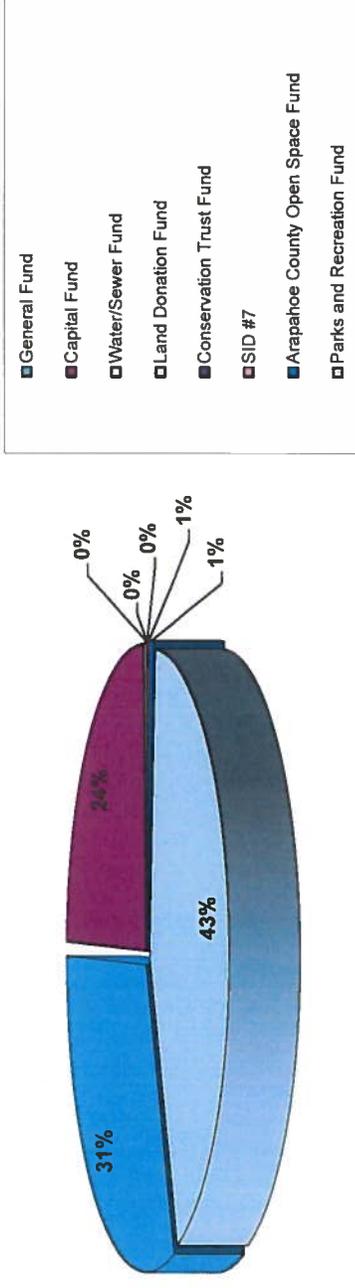
In 2012, the City began to experience the effects of the downturn in the housing market and saw a 16% decline in property tax revenue. The City experienced an additional 4% decline in property tax revenue for 2014, which remained for 2015. The City saw a 15% increase in property tax revenue in 2016, finally bringing property tax revenue closer to pre-2012 levels. Arapahoe County has reported that Cherry Hills Village will see a slight decrease in assessed value due to valuation appeals, resulting in a decrease of approximately \$21,132 in property tax revenue for 2017. Staff has used several indicators to conservatively plan and estimate all other revenues for 2017. Other sources of revenue such as motor vehicle use tax, building permits and franchise fees have continued to remain steady or increase slightly.

2017 Proposed Budget – Revenues

All Funds Revenues

The City is heavily dependent on property tax revenue as the majority of our revenue source for the General Fund and the Parks and Recreation Fund. Budgeted revenues for all funds in 2017, as compared to the 2016 Adopted Budget, are expected to remain flat with the exception of a one-time increase of \$12.9 million in bond proceeds. The bond proceeds would be allocated into the Capital Fund (\$5.35 million) and the Parks and Recreation Fund (\$7.55 million) to finance a new Public Works facility, a new Village Center and for John Meade Park and Alan Hutto Memorial Commons Improvements. Therefore, the total proposed budget shows a total of \$22 million in all funds.

The following graph depicts the total revenue by fund.



General Fund Revenues

The General Fund is the major operating fund of the City and is used to account for all resources that are not required to be accounted for in another fund. General Fund revenues represent thirty-one percent (31%) of the City’s total revenue.

Budgeted revenues for the General Fund are expected to decrease slightly from the 2016 Budget by \$78,491 or 1 percent (1%). Property tax continues to be the General Fund’s largest source of revenue, representing approximately 35 percent (35%) of General Fund revenues. The 2017 Budget for property tax reflects slight decrease from the 2016 Adopted Budget of approximately \$11,740, or less than one percent (<1%).

Use tax revenue represents 14 percent (14%) of General Fund revenues. The 2017 Budget for use tax reflects a decrease from the 2016 Adopted Budget of seven percent (7%) or \$82,435. The decrease in use tax revenue is based on the 2016 projection and the uncertainty of vehicle sales.

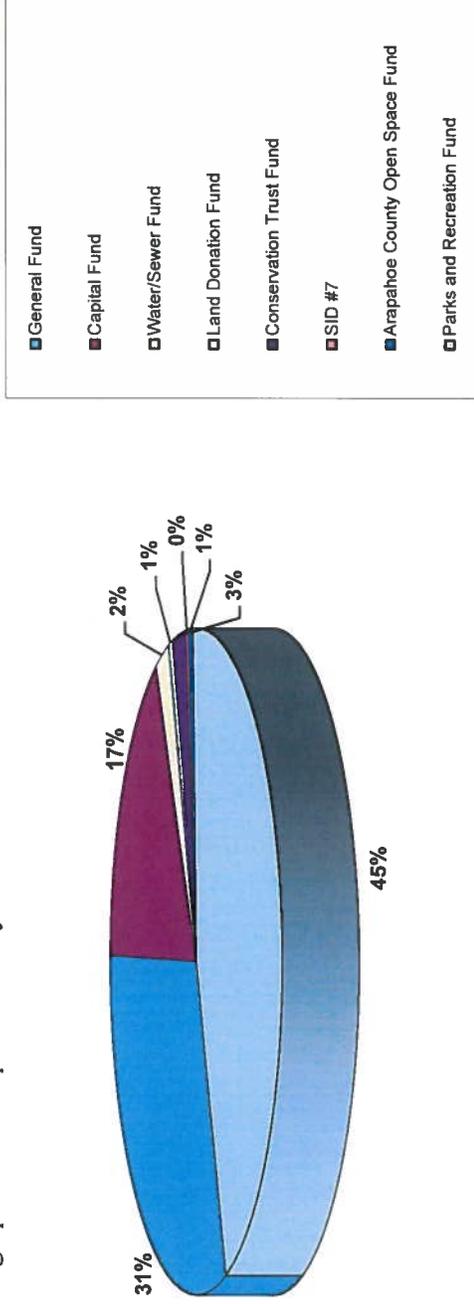
Building permit revenue represents eight percent (8%) of General Fund revenues. The 2017 Budget for building permit revenue is an increase of five percent (5%) from the 2016 Budget based on increases we have seen in 2016.

2017 Proposed Budget – Expenditures

All Funds Expenditures

Staff has strived to minimize 2017 expenditure increases, except for instances where mandated costs (contractual obligations, legal liabilities, utilities, etc.) are fixed. Any increases beyond the 2016 budgeted amounts were presented to City Council at the budget study session. Budgeted expenditures for all funds in 2017, as compared to the 2016 Adopted Budget, are expected to increase approximately fifty-one percent (51%) to \$22.5 million. This increase is for the three major capital projects identified as top priority. The Capital Fund includes a \$2.8 million dollar expenditure for a new Public Works facility and Village Center. The Parks and Recreation Fund includes a \$7.55 million dollar expenditure for their portion of the Public Works facility and for the improvements to John Meade Park and Alan Hutto Memorial Commons. In addition, the General Fund has budgeted a COP payment in the amount of \$251,795 and the Parks and Recreation Fund has budgeted a COP payment of \$347,717.

Following is a graph of total expenditures by fund.



The City's full time employee count consists of 52 full time employees and approximately 9 part time/seasonal employees.

General Fund Expenditures

The City's total proposed General Fund Budget expenditures for 2017 are \$6,926,376 and reflect a one percent (1%) decrease from the 2016 Budget. This decrease is mainly due to the appropriate allocation of Parks related expenses to the Parks and Recreation Fund.

Capital Fund Expenditures

The Capital Fund was established in 2011. Overall capital expenditures for 2017 have decreased from 2016 by two percent (2%). This decrease is due to reduced equipment purchases. The Public Works Street improvement program is slowly evolving from a repair and replace type program, to a maintenance program. This is a very cyclical program and will be more in maintenance mode for 2017.

Conservation Trust Fund Expenditures

The City's total proposed Conservation Trust Fund Budget for 2017 is \$568,500. This represents a one hundred-twenty nine percent (129%) increase from 2016. The increase in expenditures is for trail restoration, trail development, bank stabilization and the Hampden underpass project.

Catherine H. Anderson Land Donation Fund Expenditures

The City's Catherine H. Anderson Land Donation Fund is funded through charges, fees imposed on development related services and donations. The City's total proposed Land Donation Fund Budget expenditures for 2017 is \$166,420, an additional \$160,800 from the 2016 Budget. In July of 2016 the City took possession of the Quincy Farm property. The additional expenditures in 2017 are for utilities, grounds maintenance and other necessary expenses related to this property.

Arapahoe County Open Space Fund Expenditures

The City's total proposed Arapahoe County Open Space Fund Budget for 2017 is \$200,000, a sixty-seven percent (67%) decrease from the 2016 Budget. The decrease is mainly due to the expenditures for John Meade Park being moved to the Parks and Recreation Fund. Similar to the 2016 Adopted Budget, the 2017 budget includes funding for trail and park improvements.

Water and Sewer Fund Expenditures

The City's total proposed Water and Sewer Fund Budget for 2017 is \$557,112, an increase of five percent (5%) from the 2016 Budget. This increase is for needed repairs to the sewer lines.

Parks and Recreation Fund Expenditures

The City's total proposed Parks and Recreation Fund Budget for 2017 is \$10,099,655, an increase of approximately four hundred sixty-five percent (465%) over the 2016 Budget. This increase is due to the funding for new buildings and John Meade Park.

2017 Proposed Budget – Fund Balance

General Fund – Fund Balance

The City Council implemented a policy that establishes the City's General Unreserved Fund Balance to be a minimum of six months (or approximately 50%) of current year's expenditures. The General Fund balance for 2017 is budgeted at 64% of the annual expenditures and exceeds the Fund Balance policy.

In 2016 approximately \$2 million of the General Fund balance will be transferred to the Capital Fund based on the excess above the required Fund Balance policy amount. The General Fund balance is projected to end 2017 at approximately \$4.4 million.

Capital Fund – Fund Balance

The Capital Fund began 2016 with a fund balance of \$6.3 million. The Capital Fund is projected to end 2017 with a remaining fund balance of approximately \$6.3 million, after a transfer in of approximately \$2 million from the General Fund in 2016.

Parks and Recreation – Fund Balance

The Parks and Recreation Fund began 2016 with a fund balance of \$2.3 million and is projected to end 2017 with a fund balance of \$1.9 million.

Conclusion

It is with great appreciation for the continued leadership and support of the Mayor and members of City Council that staff presents the 2017 Proposed Budget document. I would also like to thank each of the department directors for their help in preparation of this document. The creation of such a document is a year long process that requires the vision of Cherry Hills Village's elected leaders and the hard work and participation of the City staff. The result is a comprehensive financial plan that will guide the city through the next year as we implement City Council's goals and objectives.

It is staff's desire to produce a budget that is transparent and demonstrates accountability in the use of revenues for the provision of City services. It is our hope that we have fulfilled the citizens' expectations and that this document presents the financial and policy plans in a clear, concise and understandable manner.

Sincerely,



Jill Thorsen
City Manager



Karen L. Proctor
Director of Finance and Administration

REVENUE, EXPENDITURE & PROPERTY TAX SUMMARY BY FUND

	2016 BUDGET	2017 BUDGET	% CHANGE
GENERAL FUND			
Property Assessment (000's)	\$ 337,216,810	\$ 335,608,583	
Property Tax Mill Levy	7,300	7,300	
Property Tax Revenues	\$ 2,461,683	\$ 2,449,943	
Total Revenue	\$ 7,004,867	\$ 6,926,376	
Total Appropriation	\$ 7,004,867	\$ 6,926,376	-1.12
CAPITAL FUND			
Total Revenue	\$ 3,839,717	\$ 5,363,000	
Total Appropriation	\$ 4,605,065	\$ 3,848,429	-16.43
WATER & SEWER FUND			
Total Revenue	\$ 77,624	\$ 73,488	
Total Appropriation	\$ 532,000	\$ 557,112	4.72
CATHERINE H. ANDERSON LAND DONATION FUND			
Total Revenue	\$ 6,000	\$ 8,000	
Total Appropriation	\$ 5,620	\$ 166,420	2861.21
CONSERVATION TRUST FUND			
Total Revenue	\$ 60,266	\$ 60,600	
Total Appropriation	\$ 248,500	\$ 568,500	128.77
SPECIAL IMPROVEMENT DISTRICT (SID #7)			
Total Revenue	\$ 79,751	\$ 79,801	
Total Appropriation	\$ 90,797	\$ 100,797	11.01
ARAPAHOE COUNTY OPEN SPACE FUND			
Total Revenue	\$ 133,400	\$ 147,000	
Total Appropriation	\$ 600,000	\$ 200,000	-66.67
PARK AND RECREATION FUND			
Total Revenue	\$ 1,787,749	\$ 9,665,574	
Total Appropriation	\$ 1,787,749	\$ 10,099,655	464.94
TOTAL APPROPRIATIONS	\$ 14,874,598	\$ 22,467,290	51.04
INCREASE (DECREASE) TO FUND BALANCES	\$ (1,885,224)	\$ (143,451)	
TOTAL APPROPRIATIONS PLUS INCREASE (DECREASE) TO FUND BALANCES	\$ 12,989,374	\$ 22,323,839	

**GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET
REVENUE					
Current Property Taxes @ 7.30 Mills	2,123,466	2,129,487	2,461,683	2,481,111	2,449,943
User/Tax Motor Vehicles	1,146,976	1,105,996	1,066,887	984,576	984,452
Sales Tax	1,225,012	1,122,134	991,232	990,405	925,000
Service Expansion Fees	164,276	154,522	150,000	140,236	150,000
Building Permits	811,537	617,789	550,000	706,256	575,000
Franchise Fees	455,827	407,553	359,700	338,119	355,000
Highway Users Tax	246,369	254,789	241,697	230,208	252,584
Municipal Court Fines	278,297	228,886	270,000	255,037	270,000
County Road & Bridge Levy	113,504	113,995	134,381	110,270	109,744
Specific Ownership Tax	-	-	264,000	-	295,000
Other Revenues	733,539	989,727	515,287	557,788	559,654
TOTAL OPERATING REVENUE	7,298,803	7,124,878	7,004,867	6,794,007	- 6,926,376
EXPENDITURES					
Administration	1,799,030	1,924,281	1,861,128	1,773,545	1,693,611
Judicial	90,501	67,248	75,279	74,503	79,592
Data Processing	130,595	121,615	133,583	129,244	193,044
Community Development	431,478	513,851	604,870	474,611	484,922
Crier	19,854	21,361	30,500	29,835	34,700
Public Safety	2,529,088	2,723,400	3,152,225	2,854,794	3,139,333
Public Works	901,474	1,022,162	1,147,282	1,019,198	1,049,379
TOTAL OPERATING EXPENDITURES	5,902,020	6,393,918	7,004,867	6,355,731	6,674,581
COP PAYMENT	-	-	-	-	251,795
TOTAL EXPENDITURES	5,902,020	6,393,918	7,004,867	6,355,731	6,926,376
OPERATING GAIN/(LOSS)	1,396,783	730,960	-	438,276	(0)
EXTRAORDINARY EXPENSES					
Transfer to Parks and Rec Fund	-	1,542,491	-	-	-
Transfer to Capital Fund	1,065,944	-	-	2,007,700	-
TOTAL EXTRAORDINARY EXPENSES	1,065,944	1,542,491	-	2,007,700	-
BEGINNING FUND BALANCE	6,469,959	6,800,798	3,698,352	5,989,267	4,419,843
ADD/(SUBTRACT) OPERATING DIFFERENCE	1,396,783	730,960	-	438,276	(0)
LESS: EXTRAORDINARY EXPENSES	(1,065,944)	(1,542,491)	-	(2,007,700)	-
AVAILABLE FUND BALANCE	6,800,798	5,989,267	3,698,352	4,419,843	4,419,843

**CHERRY HILLS VILLAGE
2017 BUDGET**

GENERAL FUND REVENUES

ACCOUNT	DESCRIPTION	2014		2015		2016		2017		NOTES/EXPLANATIONS:
		ACTUAL	ASSESSED VALUE	ACTUAL	BUDGET	ESTIMATE	BUDGET	BUDGET		
		290,292,390	Mill Levy	291,710,547	337,216,810	337,216,810	335,608,593	7.30		
01-310-3111	CURRENT PROPERTY TAXES	2,123,466		2,129,487	2,461,683	2,481,111	2,449,943	7.30		Provided by the county.
01-310-3121	SPECIFIC OWNERSHIP TAXES	-		-	264,000	-	295,000			County collected. Basically property tax charged on the type of vehicle. The year and taxable value determine these fees. Taxable value is determined by taking 85% of the suggested retail price (MSRP).
01-310-3161	UTILITY FRANCHISE FEE	455,827		407,553	359,700	338,119	355,000			Xcel, Qwest
01-310-3162	CABLE TELEVISION FEES	141,763		144,164	133,000	142,584	135,000			Comcast
01-310-3191	CURRENT TAX INTEREST	5,869		4,466	6,000	6,171	6,000			Interest on property tax
01-310-3311	SALES TAX	1,225,012		1,122,134	991,232	990,405	925,000			3.5% on taxable transactions w/in Village; i.e.: country clubs, church gift shops, special events and Shoppes at Cherry Hills
01-310-3312	USE TAX/MOTOR VEHICLES	1,146,976		1,105,996	1,066,887	984,576	984,452			3% on sale/purchase or lease of licensed vehicle
01-310-3313	EXCISE TAX	150,000		-	-	-	-			2014 BMW Golf Tournament
	TOTAL TAXES AND FEES	5,248,933		4,913,798	5,282,502	4,942,967	5,150,395			
01-320-3211	LIQUOR LICENSES	8,350		7,025	7,201	7,441	6,328			Annual renewal (4th Qtr): country clubs, "Shoppes at Cherry Hills"
01-320-3213	SECURITY ALARM PERMITS	26,950		29,119	30,000	30,750	30,000			\$25 per household w/ active security systems
01-320-3221	BUILDING PERMITS	811,537		617,789	550,000	706,256	575,000			1.0% valuation on building permit applications \$0.80 sq. ft. on additional livable sq. ft.; \$0.30/sq. ft. on accessory structures/uses (with the exception of \$0.05/sq. ft. on sport courts)
01-320-3222	SERVICE EXPANSION FEES	164,276		154,522	150,000	140,236	150,000			Primarily land use (i.e.: variance) applications
01-320-3223	ZONING & SUBDIVISION FEES	1,900		1,900	2,000	-	2,000			Annual inspections
01-320-3224	ELEVATOR INSPECTION FEE	3,600		5,000	3,600	3,600	3,600			Based on building activity
01-320-3225	PLAN REVIEW FEE	129,455		129,377	90,000	99,170	95,000			500
01-320-3226	REINSPECTION FEES	150		-	500	-	500			Based on building activity
01-320-3227	DOG LICENSES	2,990		2,330	2,200	2,250	2,200			Annual dog tags at \$10 per dog
01-320-3228	STREET CUT PERMITS	55,154		62,438	55,000	54,568	55,000			Private cuts in ROWs
01-320-3229	STORMWATER CONST. PERMIT	3,300		2,100	2,000	2,400	2,000			Administration and Inspections for Stormwater Construction Permits
01-320-3230	ENGINEERING PLAN REVIEW	3,900		6,375	8,000	4,950	25,536			Engineering Review of Stormwater Construction Permits, Drainage Reports and floodplain analysis of Building Permits
	TOTAL LICENSES/PERMIT	1,211,562		1,017,975	900,501	1,051,621	947,164			
01-330-3321	MOTOR VEH.REGISTRATION	26,625		25,793	25,000	24,664	25,000			County collected
01-330-3342	CIGARETTE TAX	3,186		3,336	2,800	3,498	3,000			State derived
01-330-3352	HIGHWAY USERS TAX	246,369		254,789	241,697	230,208	252,584			Based on the # of vehicles and street miles in each community relative to the same statistics in other municipalities and the CO Dept of Transportation's revenue estimates available at this time.
01-330-3371	CNTY RD/BRIDGE LEVY	113,504		113,995	134,381	110,270	109,744			Shareback from Arapahoe County (.654 mills x Assessed Value x 50%)
	TOTAL INTERGOVERNMENTAL	389,684		397,913	403,878	368,640	390,328			
01-350-3420	EXTRA DUTY SERVICE CHARGES	53,740		60,689	55,000	55,197	50,000			Revenues to off-set officer expense in Public Safety
01-350-3421	FALSE ALARM FEES	3,100		1,200	1,000	3,700	1,000			1st & 2nd false alarm=no charge, 3rd \$100, 4th \$200 and put on non-response
01-350-3511	MUNICIPAL COURT FINES	278,297		228,886	270,000	255,037	270,000			Fines \$25/dpt.
01-350-3512	DUI FINES	11,886		11,754	12,000	7,389	10,000			From County for DUI offenders ticketed in CHV
01-350-3513	FUEL SURCHARGE	23,965		18,640	20,000	19,090	18,500			\$10 per ticket
01-350-3514	PHOTO RED LIGHT FINES	325		25	-	-	-			
	TOTAL CHARGES FOR SERVICE	371,313		321,194	358,000	340,413	349,500			
01-360-3611	INTEREST INCOME	11,476		16,357	12,000	45,365	35,000			C Safe interest, Wells Fargo, Colobrust interest and CD's.
01-360-3612	PENALTY-BUILDING PERMIT	5,955		5,718	3,000	2,795	3,000			Building permit penalty
01-360-3650	CRITER CONTRIBUTIONS	7,886		7,376	7,000	4,920	5,000			\$25 per ad for residents; \$45 per ad for non-residents
01-360-3660	CRITER ADVERTISEMENT	9,376		10,055	10,000	6,955	8,000			Police reports, auction proceeds, security guard, business licenses and notary fees, art commission donations (2015 Butterfield Horse donations)
01-360-3680	OTHER REVENUES	35,079		426,326	20,000	22,044	30,000			
01-360-3690	LEASE PROCEEDS	7,560		8,165	7,986	8,287	7,990			Crown Castle (665.50 x 12)
	TOTAL MISC REVENUES	77,312		473,997	59,986	90,366	88,990			
	TOTAL REVENUES	7,298,804		7,124,878	7,004,867	6,794,007	6,926,376			

GENERAL FUND ADMINISTRATION

The Administration Division is comprised of the City Manager, the Director of Finance and Administration, the Human Resource Analyst, the Accounting Clerk and the City Clerk. The City Manager is responsible to the City Council for the general financial and personnel administration of the City government. The Finance Director is responsible for the care and maintenance of all City fiscal matters. The City Clerk provides secretarial services to the City Council. The City Clerk also serves as Chairman of the Election Commission and assists the Council with formal public notices and public relations. Other functions undertaken by this Department are personnel management, City insurance programs, coordination of citizen requests for service and records management.

PERSONNEL SUMMARY

City Employees:	2014	2015	2015	2015	2016	2016	2017
City Manager	1	1	1	1	1	1	1
Finance Director	1	1	1	1	1	1	1
City Clerk	1	1	1	1	1	1	1
Special Projects Coordinator	1	0	0	0	0	0	0
Accounting Clerk	1	1	1	1	1	1	1
Human Resources	1	1	1	1	1	1	1
TOTAL	6	5	5	5	5	5	5

ACCOUNT DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET	NOTES/EXPLANATIONS:
PERSONNEL SERVICES:						
PERSONNEL SERVICES	493,652	539,883	496,616	489,920	422,892	3% increases \$95,858 allocated to Parks (2%)
FEE PERSONNEL	16,200	15,000	16,800	16,200	17,400	Prosecuting Attorney, 2 sessions per month (plus 5 additional court sessions if needed)
SOCIAL SECURITY TAXES	65,904	40,285	39,729	37,893	41,500	
RETIREMENT 401-NONSWORN	36,230	29,376	35,000	23,237	35,000	
RETIREMENT 457	69,521	66,091	65,000	67,786	70,000	
HEALTH-LIFE-DENTAL INSURANCE	523,070	550,493	487,522	456,476	490,000	
UNEMPLOY-WORKERS COMP INS	43,424	66,372	113,000	88,383	80,080	Pinnacle & The Colorado Dept of Labor and Employment, \$10,920 allocated to Parks (12%)
OVERTIME	2,171	1,937	-	981	500	
TOTAL PERSONNEL SERVICES	1,250,173	1,309,437	1,253,666	1,180,876	1,157,372	
SUPPLIES AND MATERIALS:						
OFC-SUPPLIES-POSTAGE	13,407	17,491	16,280	15,985	15,000	Office supplies, postage, minute paper, plastic file boxes
PRINTING-REPRODUCTION	1,296	1,953	2,500	2,373	2,500	Letterhead, envelopes, County recording fees, GFOA booklet printing \$1,000
SPECIAL MATERIALS	1,917	1,631	2,500	1,980	2,500	Coffee supplies, notary, printer materials
TOTAL SUPPLIES AND MATERIALS	16,620	21,074	21,280	20,338	20,000	
UTILITIES:						
GAS-HEAT-LIGHT	22,625	18,406	21,000	20,178	19,360	\$2,640 allocated to Parks (12%)
COMMUNICATIONS	31,244	29,215	28,000	19,581	22,000	In house VOIP, \$3,000 allocated to Parks (12%)
SEWER	(6)	2,779	3,136	2,853	2,512	Sanitation district \$477 and \$2,378 paid to Englewood, \$343 allocated to Parks (12%)
TOTAL UTILITIES	53,863	50,400	52,136	42,611	43,872	

Administration Division
 2017 PROPOSED BUDGET
 TRAINING, DUES AND SUBSCRIPTIONS 01-411-6063

NAME OR POSITION	NAME OF ORGANIZATION, PUBLICATION, OR DESTINATION	JUSTIFICATION	ESTIMATED 2017 COST
ADMIN REQUESTS	EE Tuition reimbursement	TUITION	47,000
FINANCE DIRECTOR	Colorado Govt Finance Officers Association	TRAINING	100
FINANCE DIRECTOR	Colorado Govt Finance Officers Association	DUES	30
FINANCE DIRECTOR	Government Finance Officers Association	CONFERENCE	800
CITY	Mountain States Employers Council	TRAINING	-
FINANCE DIRECTOR	Colorado Municipal League	TRAINING	500
FINANCE DIRECTOR	Colorado Govt Finance Officers Association	ANNUAL CONF	-
CITY CLERK	Association of Records Management	MEETINGS	-
CITY CLERK	Association of Records Management	DUES	210
HR ANAYLST	Colorado Human Resource Association	DUES	150
HR ANAYLST	Colorado Human Resource Association	MEETINGS/CONFERENCE	254
HR ANAYLST	University of Colorado Denver	CPM PROGRAM	190
HR ANAYLST	Society for Human Resource Management	DUES	190
CITY	Colorado Municipal League	DUES	7,462
CITY	Colorado Municipal League	WRKSHPS/HNDBKS/+	250
CITY	Co Secretary of State	NOTARY	40
CITY	Denver Regional Council of Governments	DUES	4,100
CITY	Mountain States Employers Council	DUES	4,200
CITY	National League of Cities	DUES	1,117
CITY CLERK	Colorado Municipal Clerks Association	DUES	185
CITY CLERK	International Institute of Municipal Clerks	DUES	155
CITY CLERK	International Institute of Municipal Clerks	CONFERENCE	-
CITY CLERK	Colorado Municipal Clerks Association	CONFERENCE	1,000
CITY CLERK	Colorado Municipal Clerks Institute	CLERKS ACADEMY	500
CITY CLERK	Colorado Municipal Clerks Association	WORKSHOPS	50
CITY CLERK	Colorado Municipal Clerks Association	DUES	75
CITY MANAGER	Colorado City Management Association	ANNUAL CONF	600
CITY MANAGER	Colorado City Management Association	ANNUAL CONF	550
CITY MANAGER	Colorado Municipal League	DUES	1,200
CITY MANAGER	Greater Metro Telecommunication Consortium	DUES	-
CITY MANAGER	International City/County Management Association	ANNUAL CONF	513
CITY MANAGER	International City/County Management Association	MTGS/MEMBERSHIP	150
CITY MANAGER	Metro Managers/Mayors	MILEAGE	3,000
VARIOUS	Various		
COUNCIL	Unknown		
			<u>74,381</u>

**GENERAL FUND
JUDICIAL**

The Cherry Hills Village Municipal Court attends and adjudicates cases involving violations of municipal ordinances, most of which are violations to the Traffic Code. The Court holds two Wednesday morning sessions per month. The City Council appoints a Municipal Judge to preside over the court and the Prosecuting Attorney prosecutes cases on behalf of the City. The Court Clerk coordinates the day-to-day court operation and court sessions. The Bailiff assists with court activities. This Division is under the supervision of the Director of Finance and Administration.

PERSONNEL SUMMARY

	2014	2015	2015	2016	2016	2017
City Employees:						
Court Clerk	1	1	1	1	1	1
Bailiff (pt)	1	1	1	1	1	1
TOTAL	2	2	2	2	2	2
Fee Personnel:						
Municipal Judge	1	1	1	1	1	1
TOTAL	1	1	1	1	1	1

ACCOUNT	DESCRIPTION	2016			2017		NOTES/EXPLANATIONS:
		ACTUAL	BUDGET	ESTIMATE	BUDGET	BUDGET	
01-412-1011	PERSONNEL SERVICES:						
	PERSONNEL SERVICES	63,403	49,627	51,471	52,400	53,900	3% salary increases
01-412-1012	FEE PERSONNEL	13,000	12,500	13,000	14,500	14,500	Judge \$500/session, 2 sessions per month (plus 5 additional court sessions if needed)
01-412-1013	SOCIAL SECURITY TAXES	4,863	3,809	4,118	4,109	4,312	
01-412-1019	OVERTIME	-	-	-	-	-	
	TOTAL PERSONNEL SERVICES	81,266	65,936	68,589	71,009	72,712	
	SUPPLIES AND MATERIALS						
01-412-2021	OFC SUPPLIES-POSTAGE	115	31	100	73	100	
01-412-2022	PRINTING-REPRODUCTION	823	-	400	211	400	Envelopes, court forms, ticket jackets, etc
	TOTAL SUPPLIES AND MATERIALS	938	31	500	284	500	
	CONTRACTUAL SERVICES:						
01-412-4050	JURY-WITNESS FEES	5	-	100	20	100	No trials currently scheduled. \$5/day for 18 jurors who appeared for service & \$10/day for 6 selected jurors
	TOTAL CONTRACTUAL SERVICES	5	-	100	20	100	
	OTHER EXPENSES:						
01-412-6063	TRAIN-DUES-TRAVEL-SUBSC	399	420	560	573	600	CAMCA membership (\$20), CAMCA Meetings (\$200), CO Municipal Judge Membership (\$80), Court rules book/supplements (\$300)
01-412-6067	INTERPRETERS	730	525	850	1,353	1,000	Estimate based upon historical costs
01-412-6068	MISCELLANEOUS EXPENSES	7,163	336	4,680	1,265	4,680	Court Appointed Attorney (\$65/hour 3 hours a case & 2 cases a month = \$4,680)
01-412-7071	EQUIPMENT	-	-	-	-	-	
	TOTAL OTHER EXPENSES	8,292	1,281	6,090	3,191	6,280	
	TOTAL JUDICIAL EXPENSES	90,501	67,248	75,279	74,503	79,592	

**GENERAL FUND
DATA PROCESSING**

The Data Processing Division was established to account for computer related expenses of the entire City. These services are shared and not always department specific. This division has no employees.

ACCOUNT	DESCRIPTION	2014		2015		2016		2017		NOTES/EXPLANATIONS:
		ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	BUDGET	BUDGET		
DATA PROCESSING:										
01-414-2028	SOFTWARE	1,258	18,704	9,788	18,704	25,251	18,164			Managed Services: anti-virus, anti-spam, ESRI, Filelocker, Bluebeam; \$2,000 allocated to Parks.
01-414-4049	OTHER CONTRACTUAL SERVICES	95,040	97,132	97,718	97,132	86,223	94,687			\$9,060 Caselle, \$5,427 CivicPlus website, \$83,000 North Star support, \$7,200 Cloud back up; \$10,000 allocated to Parks.
01-414-5052	EQUIPMENT MAINTENANCE	472	0	4,060	0	0	0			Replacement parts
01-414-6068	MISCELLANEOUS EXPENSES	20,528	0	0	0	0	48,440			\$24,000 Police Records Management, \$6,500 Data 911, \$1,800 Coplink, \$1,500 Porter Lee Software and License, \$2,640 Tri Tech Mobil Maintenance,
01-414-7071	EQUIPMENT/HARDWARE	13,298	17,747	10,050	17,747	17,770	31,753			10 Tri-Tech CAD update at \$1,200 each = \$12,000
	TOTAL DATA PROCESSING	130,595	133,583	121,615	133,583	129,244	193,044			Switch, computers (10), laptops, monitors, hard drives, RAM, UPS

GENERAL FUND COMMUNITY DEVELOPMENT

The Community Development Department is responsible for the enforcement of municipal ordinances relating to the subdivision of land, zoning, flood plain regulations, and building codes. The Department also provides staffing for the Planning and Zoning Commission and Board of Adjustment and Appeals. The Community Development Director and Community Development Clerk provide day-to-day administration and coordination for the Department and oversee contracts for City Engineering and Building Inspection services. This department also includes the Special Projects Coordinator

PERSONNEL SUMMARY

	2014	2015	2015	2015	2016	2017
City Employees:						
Community Development Director	1	1	1	1	1	1
Community Development Clerk	1	1	1	1	1	1
Special Projects Coordinator	0	1	1	1	1	1
Stormwater Technician	0	1	1	0	0	0
TOTAL	2	4	4	3	3	3

ACCOUNT	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET	NOTES/EXPLANATIONS:
	PERSONNEL SERVICES:						
01-418-1011	PERSONNEL SERVICES	167,715	230,842	254,972	219,108	183,809	
01-418-1013	SOCIAL SECURITY TAXES	12,596	17,618	20,398	17,281	17,963	
01-418-1019	OVERTIME	-	-	-	-	-	
	TOTAL PERSONNEL SERVICES	180,310	248,460	275,370	236,389	201,772	3% salary increases, \$40,724 allocated to Parks (50%) of Special Projects Coordinator
	SUPPLIES AND MAINTENANCE:						
01-418-2021	OFFICE SUPPLIES-POSTAGE	859	3,928	4,500	2,883	4,000	Plotter paper and cartridges, plotter maintenance, and general office supplies
01-418-2022	PRINTING-REPRODUCTION	2,471	1,423	3,200	2,353	2,500	Inspection reports, inspection records, permit cards, business cards, notice of public hearing signs
01-418-2028	SPECIAL MATERIALS	225	260	250	116	250	Courier services for City Attorney Packets and reviews
	TOTAL SUPPLIES AND MAINTENANCE	3,555	5,611	7,950	5,352	6,750	
	CONTRACTUAL SERVICES:						
01-418-3033	TELEPHONE	754	421	850	796	1,200	Phone for new CD director and usage charges
01-418-4041	GREEN BUILDING REBATES	-	-	20,000	-	-	
01-418-4042	CONTRACTED PLAN REVIEW	87,200	71,975	70,000	69,313	70,000	Colorado Code Consulting Plan Review
01-418-4045	ENGINEERING SERVICES	17,447	36,020	30,000	29,453	35,000	Construction Storm Water Permits and Drainage Reports
01-418-4047	BUILDING INSPECTION	128,162	128,428	150,000	127,985	150,000	Colorado Code Consulting Permit Inspections, General Consulting and Reimbursables
01-418-4049	OTHER CONTRACTUAL SERVICES	7,284	16,014	40,000	780	10,000	Abatement Contractors
	TOTAL CONTRACTUAL SERVICES	240,847	252,859	310,850	228,326	266,200	
	OTHER EXPENSES:						
01-418-6063	TRAIN.-DUES-TRAVEL-SUBSC	3,481	3,811	4,900	1,002	4,400	APA/AICP Membership Dues (\$600), State APA Conference or Rocky Mountain Land Use Institute Conference (\$1,300), Certified Grant Writing (\$1,500), Code/permit tech training (\$500) other training and publications
01-418-6068	MISCELLANEOUS EXPENSE	3,285	3,110	4,000	2,313	4,000	Car allowance \$3,000; \$1,000 miscellaneous
01-418-7071	EQUIPMENT	-	-	1,800	1,228	1,800	Office Equipment
	TOTAL OTHER EXPENSES	6,766	6,921	10,700	4,543	10,200	
	TOTAL COMMUNITY DEVELOPMENT	431,478	513,851	604,870	474,611	484,922	

GENERAL FUND VILLAGE CRIER

The Village Crier is a monthly publication. Its purpose is primarily to inform villagers of local government issues but also, to report upcoming Village events and spotlight graduates and obituaries. A member of staff currently serves as the editor, and along with the Crier Board, is responsible for the gathering of articles, the printing and the mailing. A graphic designer has been hired to handle the layout. As of 1998, City staff has agreed to be responsible for the accounting of Crier financial transactions in the Village Crier Division.

ACCOUNT	DESCRIPTION	2014		2015		2016		2017		NOTES/EXPLANATIONS:
		ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	BUDGET	BUDGET		
01-419-1012	Fee Personnel	3,600	3,000	1,730	3,000	3,300	3,600	3,600	\$250 for graphic artist x 6 issues (8 page) / \$350 for graphic artist x 6 issues (12 pages)	
	TOTAL PERSONNEL SERVICE	3,600	3,000	1,730	3,000	3,300	3,600	3,600		
01-419-2021	Office Supplies & Postage	5,851	10,500	6,794	10,500	9,115	10,100	10,100	Approx \$635 per issue + misc thank you cards & envelope expense	
01-419-2022	Printing and Reproduction	10,403	17,000	12,837	17,000	17,420	21,000	21,000	Approx \$1,750 per issue	
	TOTAL SUPPLIES/MATERIALS	16,254	27,500	19,631	27,500	26,535	31,100	31,100		
	TOTAL VILLAGE CRIER	19,854	30,500	21,361	30,500	29,835	34,700	34,700		

GENERAL FUND PUBLIC SAFETY

The Police Department seeks to enhance the quality of life within the Village through the development and delivery of a full range of professional law enforcement services. These services include activities and programs designed to: prevent crime, educate the public, prevent juvenile delinquency, provide timely response to calls for service, investigate criminal activity, apprehend offenders, provide safe and efficient flow of traffic, address animal control and code violations, and provide other services based on input from the community.

PERSONNEL SUMMARY

City Employees:

	2014	2015	2015	2015	2016	2016	2017
Police Chief/Deputy Police Chief	1	1	1	1	1	1	1
Police Commander	1	1	1	1	1	1	1
Police Sergeant	4	4	4	4	4	4	4
Police Support Services Supervisor	0	1	1	1	1	1	1
Police Officers	16	16	17	17	17	17	17
Animal Control Officer	1	1	1	1	1	1	1
Code Enforcement Officer	1	1	0.5	0.5	0.5	0.5	0.5
Stormwater Technician	0	0	0.5	0.5	0.5	0.5	0.5
Police Technician	1	1	1	1	1	1	1
Police Clerk	1	1	1	1	1	1	1
TOTAL	26	27	28	28	28	28	28

ACCOUNT	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET	NOTES/EXPLANATIONS:
	PERSONNEL SERVICES:						
01-421-1011	PERSONNEL SERVICES	1,912,228	2,077,133	2,263,049	2,205,653	2,314,011	Salary step increases; \$79,213 allocated to Parks (100% Animal Control, 12% Code Enforcement)
01-421-1013	SOCIAL SECURITY TAXES	49,174	51,921	67,891	58,263	71,797	5 civilian employees in social security
01-421-1014	POLICE PENSION CONTRIBUTIONS	136,986	138,936	145,000	135,936	150,500	City's 8% contribution for all sworn officers
01-421-1018	UNIFORM EXPENSE	13,320	15,884	26,150	15,088	27,100	Uniform replacement \$575 X 28 employees = \$16,100; Honor Guard uniform and misc. = \$1,000;
01-421-1019	OVERTIME	37,108	40,234	70,000	32,812	60,000	Four ballistic vests X \$875 = \$3,500; clothing & equipment for 2 new police officers = \$4,000;
01-421-1020	EXTRA DUTY CHARGES	47,248	48,533	70,000	49,299	54,500	Motorcycle Uniforms \$2,000; Misc \$500
	TOTAL PERSONNEL SERVICES	2,196,065	2,372,641	2,642,091	2,497,251	2,677,908	Offset with revenue (City covers \$4,500 of CHVE crossing guard)
	SUPPLIES AND MATERIALS:						
01-421-2021	OFC SUPPLIES-POSTAGE	7,431	8,191	8,670	7,893	8,900	Copier paper, toner, PD office supplies, shredder bags and blank DVDs
01-421-2022	PRINTING-REPRODUCTION	4,347	3,424	5,780	4,712	6,000	Dept. forms, letterhead and envelopes, business cards, municipal and state court summons and complaint forms
01-421-2023	CRIME PREVENTION	575	1,964	4,000	3,667	3,500	National Night Out event, books, brochures, fliers & PD mailings addressing crime prevention measures.
01-421-2024	SCHOOL RESOURCE OFFICER	1,431	1,948	1,000	300	1,500	SRO supplies and ballistic shield
01-421-2028	SPECIAL MATERIALS	7,395	17,553	14,280	12,614	15,500	Photographic processing, weapons inspections, duty and training ammunition, laser cartridges for annual recertification, range supplies defensive tactics supplies, driver training supplies, targets, small gun parts for department owned firearms, repairs to department owned rifles; evidence collection materials: fingerprint kits, evidence tape, evidence bags, tape lifters and backs, ink rollers, ink, and powder; batteries; drug test kits; keys; supplies for the Intoxlyzer; supplies for the AEDs; small disposable items used by patrol; chemical agent, ITAK supplies and other miscellaneous items.
01-421-2029	ANIMAL CONTROL	215	450	1,000	454	1,000	Annual dog registration forms and dog tags; animal impound fees, veterinarian charges, and small equipment and supply items used by the AC Officer. Urban wildlife management and fox reintroduction program materials and education.
	TOTAL SUPPLIES AND MATERIALS	21,395	33,528	34,730	29,640	36,300	

01-421-3031	ELECTRICAL/GAS	24,167	21,705	27,300	24,950	26,000	Joint Public Safety Facility
01-421-3032	WATER	1,422	1,608	3,250	2,522	2,500	Joint Public Safety Facility
01-421-3033	TELEPHONE	15,257	16,033	28,750	20,803	29,025	28 Verizon cell phones \$14,925; 12 data cards \$7,000; repair & maintenance \$3,500; 4 phone lines at JPSF \$2,500; Long distance \$1,100.
01-421-3035	SEWER	569	1,810	2,500	2,705	1,435	\$166 Cherry Hills Sanitation District, \$1,269 Englewood
	TOTAL UTILITIES	41,415	41,156	61,800	50,981	58,960	
	CONTRACTUAL SERVICES:						
01-421-4048	VEHICLE MAINTENANCE CONTRACT	31,966	32,359	51,675	26,543	51,675	Preventative maintenance and repairs for the PD's vehicles provided by the City of Englewood \$48,175 (increase in hourly shop rate); service for motorcycles \$3,500 Range (\$5,750); Communications Center Radio Services dispatching- (\$92,000); Arapahoe Sheriff's Office - Radio programming & support. (\$3,500). Juvenile Assessment Center (\$2,500). Arapahoe House (\$2,500). RMIN - police intel network (\$150). Language Line (\$400). Arapahoe County Haz Mat Response Team (\$1,500); State Patrol truck usage (\$1,500); Data Works (\$2,550). Humane Society of the South Platte Valley, Inc. - Animal Shelters Services (\$5,390); Xerox lease (\$3,000), Physio-Control (AED) (\$1,500)
01-421-4049	OTHER CONTRACTUAL SERVICES	120,443	131,272	162,104	134,196	122,240	
	TOTAL CONTRACTUAL SERVICES	152,409	163,631	213,779	160,739	173,915	
	MAINTENANCE:						
01-421-5051	BUILDING MAINTENANCE	6,042	13,385	24,625	15,744	23,750	JPSF Police Department portion; Insurance \$3,200, Fire alarm monitoring \$300, Sand trap/generator service \$400, Boiler license \$50, Alarm inspection \$250, generator service \$350; HVAC maintenance \$400; trash service \$300; service for first aid kits = \$5,500; window cleaning bi-annually \$1,000; carpet cleaning bi-annually \$1,500; annual polished floor maintenance \$2,500; Building repairs \$8,000 (Estimated reserve for unanticipated expenses.)
01-421-5052	EQUIPMENT MAINTENANCE	2,994	3,411	5,000	2,106	9,900	Maintenance and repairs for all small equipment not covered by maintenance contracts (i.e. radar units) and the maintenance and repair of office equipment (copier and fax). Bearcom radio repair \$5,300.
01-421-5053	VEHICLE MAINTENANCE	3,647	5,156	6,600	6,050	6,600	Non-contract repairs to the PD's vehicles, and car washes \$3,400, and professional detailing of cars \$200 per vehicle X 8 vehicles = \$1,600 x 2 times per year = \$3,200
01-421-5054	GASOLINE-OIL	44,668	27,046	60,000	22,648	40,000	Gasoline for police vehicles: 175,000 miles a year; 16,000 gallons X \$2.50/gallon = \$40,000.
	TOTAL MAINTENANCE	57,352	48,998	96,225	46,548	80,150	
	OTHER EXPENSES:						
01-421-6063	TRNG-DUES-TRAVEL-SUBSC	10,345	21,550	32,000	23,381	38,800	Training/Travel seminar registration fees: \$14,000; conference expenses: \$3,500; PoliceOne Academy: \$1,600; dues and subscriptions: \$2,000; leadership training/supervisors: \$2,500; in-service training by City Attorney \$5,000, CIRSA/Sigma Health Initiative \$10,000
01-421-6064	TESTING AND PHYSICAL EXAMS	2,491	12,236	10,000	5,659	15,000	New employee physicals, credit checks, polygraph and psychological screening of police officer candidates, background investigations Sergeant promotional assessment process (\$6,000)
01-421-6065	PRISONER EXPENSES	5,435	3,642	7,800	2,384	7,800	Blood testing for alcohol/drugs (Blood kits, blood draws and screenings), biohazard cleaning and decontamination of cars and building
01-421-6066	SPECIAL INVESTIGATIONS	1,537	1,571	2,800	1,655	2,800	Criminal investigation, forensic expenses.
01-421-6068	MISCELLANEOUS EXPENSES	11,507	17,797	15,000	11,288	15,000	Car allowance: Chief \$3,000; Commander \$3,000; Promotions, retirements, dignitary visits, annual chiefs meeting, plaques, awards, challenge coins \$4,000; Employment advertisement \$5,000 Five replacement radio batteries \$750; shoulder microphones 6 x \$100= \$600; Laser \$4,200; 2 Radios x \$4,200 = \$8,400; Tasers 7 x \$1,350 = \$9,450; Storage shelves \$1,500; Stormwater testing equipment \$200. Police helmets 12 @ \$425 each = \$5,100. Bicycle program including one replacement bicycle and misc maintenance, \$2,500.
01-421-7071	EQUIPMENT	29,138	6,651	36,000	25,258	32,700	
	TOTAL OTHER EXPENSES	60,452	63,446	103,600	69,625	112,100	
	TOTAL PUBLIC SAFETY	2,529,088	2,723,400	3,152,225	2,854,794	3,139,333	

GENERAL FUND PUBLIC WORKS

The Public Works Department serves the public in a variety of ways. It is responsible for maintenance of City buildings and grounds; street construction, cleaning and maintenance; storm water drainage construction and maintenance of drainage ways on City rights-of-way; acquisition and maintenance of City vehicles and equipment; snow removal; traffic sign installation; and rights-of-way landscape maintenance. The Streets Division is staffed by five permanent employees and it supplements its labor force during summer months with seasonal workers (generally college students who live in the Village). The Public Works Department also oversees the functions of the Parks & Trails Division in Fund 30.

PERSONNEL SUMMARY

City Employees:	2014	2015	2015	2016	2016	2017
Public Works Director	1	1	1	1	1	1
Crew Chief	1	1	1	1	1	1
Equipment Operator	4	4	4	4	4	4
Seasonal Maintenance Worker (pt)	2	2	2	2	2	2
Project Manager	1	1	1	1	1	1
Custodian	0	1	1	1	1	1
Clerk	0.5	0.5	0.5	0.5	0.5	0.5
TOTAL	9.5	10.5	10.5	10.5	10.5	10.5

ACCOUNT	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET	NOTES/EXPLANATIONS:
	PERSONNEL SERVICES:						
01-431-1011	PERSONNEL SERVICES	532,457	597,926	685,955	643,842	552,767	3% salary increases plus on-call pay, \$116,761 allocated to Parks
01-431-1013	SOCIAL SECURITY TAXES	39,238	44,443	54,876	47,612	53,562	
01-431-1018	UNIFORM EXPENSE	1,603	5,644	5,400	3,980	5,400	Work pants (\$1,600), shirts (\$1,300), coats (\$1,000) & boots (\$1,500)
01-431-1019	OVERTIME	5,641	14,896	14,000	11,514	15,000	Snow Removal, Special Events, Emergency Work
	TOTAL PERSONNEL SERVICES	578,939	662,909	760,232	706,947	626,729	
	SUPPLIES AND MATERIALS:						
01-431-2021	OFC SUPPLIES-POSTAGE	1,100	1,383	1,900	1,167	2,000	Miscellaneous office supplies
01-431-2024	SNOW-ICE MATERIALS	30,994	41,190	25,000	33,880	35,000	Plow blades (\$9,000); de-icer (\$12,000); 6% salt/sand (\$10,500); misc (\$3,500)
01-431-2025	ROAD MAINT. MATERIALS	22,491	42,215	52,000	35,321	52,000	Class 6 road base (\$15,000); asphalt repairs (\$26,000); curverts (\$3,000); dust/stabilizing materials (\$8,000)
01-431-2026	CURB-GUTTER-SIDEWALKS	-	1,782	5,000	1,000	5,000	In-house concrete repair (\$4,500); supplies (\$500)
01-431-2027	TRAFFIC CONTROL DEVICES	10,243	8,918	9,000	13,536	13,500	New & replacement signage (\$5,500); posts & hardware (\$3,000); flexible delineator posts (\$1,000); traffic cones and barricades (\$4,000)
	SPECIAL MATERIALS	10,251	12,192	6,000	6,152	14,000	Miscellaneous materials and equipment needed to perform ROW & street maintenance operations; lumber; miscellaneous hardware; painting supplies; first aid supplies \$6,000, Thermal Plastic \$8,000
01-431-2028	TOTAL SUPPLIES AND MATERIALS	75,080	107,681	98,900	91,055	121,500	
	UTILITIES:						
01-431-3032	WATER	2,012	1,541	2,100	904	2,100	Water used from fire hydrants for road work by the City
01-431-3033	COMMUNICATIONS	3,383	5,299	7,050	4,114	7,050	Cell phone service Verizon (\$3,800); Radio Repair (\$3,250)
01-431-3034	STREET LIGHTING	6,443	2,810	5,000	1,000	5,000	Street light power costs
	TOTAL UTILITIES	11,838	9,650	14,150	6,018	14,150	

CONTRACTUAL SERVICES:									
01-431-4045	ENGINEERING SERVICES	17,068	11,337	12,500	3,983	12,500	3,983	Miscellaneous engineering services	
01-431-4048	VEHICLE MAINTENANCE CONTRACT	28,876	33,579	50,000	34,646	50,000	34,646	Cost of contract for vehicle preventative maintenance services. (\$27,000) street line painting; recycled asphalt charges (\$2,000); trash service (\$3,000); mechanical service contract (\$7,000); door to door recycling (\$18,000)	
01-431-4049	OTHER CONTRACTUAL SERVICES	41,582	82,251	57,000	56,666	57,000	56,666		
	TOTAL CONTRACTUAL SERVICES	87,526	127,167	119,500	95,295	124,500	95,295		
MAINTENANCE:									
01-431-5051	BUILDING MAINTENANCE	32,789	34,034	45,000	24,107	45,000	24,107	Equipment and materials to maintain Village Center and Public Works facilities (not covered by other building service contracts). Maintenance issues beginning to build up. (Station 38 included, but not Joint Public Safety Facility)	
01-431-5052	EQUIPMENT MAINTENANCE	9,988	5,646	8,500	14,961	8,500	14,961	Cost to maintain equipment not covered under PM contracts	
01-431-5053	VEHICLE MAINTENANCE	12,269	4,623	20,000	11,408	20,000	11,408	Cost to maintain vehicles not covered under PM contract. Paint and body work on PW	
01-431-5054	GASOLINE-OIL	50,868	25,554	35,000	29,303	35,000	29,303	PU trucks	
	TOTAL MAINTENANCE	105,914	69,858	108,500	79,779	108,500	79,779	Cost for fueling vehicles (14,000 gallons X \$2.50/gallon)	
OTHER EXPENSES:									
01-431-6063	TRNG-DUES-TRAVEL-SUBSC	15,725	13,545	9,000	8,679	9,000	8,679	Conferences (\$2,500); APWA Memberships(\$500). Misc training (\$6,000).	
01-431-6064	TESTING PHYSICALS	692	1,685	2,000	876	2,000	876	Physicals and DOT-random drug tests	
01-431-6068	MISCELLANEOUS EXPENSES	11,354	16,122	8,500	9,739	8,500	9,739	Car allowance (\$3,000); employment advertisements (\$3,000); misc. (\$3,000)	
01-431-7000	PUBLIC ART	10,268	4,777	20,000	17,116	20,000	17,116	Used to leverage art donations, costs for loans of public art and maintenance of city owned art pieces	
01-431-7071	EQUIPMENT	4,137	8,767	6,500	3,696	14,000	3,696	Replacement of small tools and equipment (Skid trade-in) Jumping Jack Compactor (\$3,500), Pallet forks for Cat loader (\$4,000)	
	TOTAL OTHER EXPENSES	42,176	44,896	46,000	40,706	54,000	40,706		
	TOTAL PUBLIC WORKS	901,474	1,022,162	1,147,282	1,019,198	1,049,379	1,019,198		

CAPITAL FUND

**CHERRY HILLS VILLAGE
2017 BUDGET WORKSHEET**

The Capital Fund was established in 2011 to separately track and fund the costs of capital assets for the City. A capital asset is defined as any public facility, piece of equipment or vehicle that costs in excess of \$5,000 and has a useful life greater than one year. Items such as police cars, public works vehicles, parks and recreation equipment, major streets and storm drainage improvements, and building improvements are included in this fund.

ACCOUNT	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET	NOTES/EXPLANATIONS:
	BEGINNING FUNDS AVAILABLE	6,025,488	6,799,886	7,556,673	6,342,154	4,848,715	
	REVENUES:						
02-310-3111	CURRENT PROPERTY TAXES	270,233	271,026	337,217	315,778	-	1 mill transferred from the Parks and Recreation Fund
02-310-3121	SPECIFIC OWNERSHIP TAX	101,740	294,629	-	295,486	-	County collected. Basically property tax charged on the type of vehicle. The year and taxable value determine these fees. Taxable value is determined by taking 85% of the suggested retail price (MSRP).
02-360-3610	BOND PROCEEDS	-	-	3,500,000	-	5,350,000	
02-360-3611	INTEREST INCOME	1,961	4,085	2,900	18,578	13,000	COP for Public Works and Village Center
02-360-3680	OTHER REVENUES	-	-	-	-	-	
	TOTAL REVENUE	373,934	569,739	3,839,717	629,842	5,363,000	
	EXPENDITURES:						
02-441-1001	COP PAYMENT	-	-	96,263	-	-	Butterfield Horse
02-441-1002	ART PURCHASES	-	-	-	395,000	-	Public Works and Village Center
02-441-1101	VILLAGE CTR IMPROVEMENTS	19,374	46,501	1,260,000	248,656	2,826,179	
02-441-1102	EQUIPMENT-COMPUTER	-	-	22,952	16,552	-	
02-441-1103	EQUIPMENT-ADMIN	-	-	-	-	-	
02-441-2103	EQUIPMENT-POLICE	32,014	49,725	94,350	47,780	16,000	One speed trailer \$16,000.
02-441-2104	VEHICLES-POLICE	141,012	156,922	162,600	136,003	196,250	One Ford Expedition @ \$42,000 = \$42,000. One Ford Interceptor @ \$37,000 = \$37,000. Equipping each vehicle with emergency lights, siren, radio, Data911 video camera, mobile data computer, radar units @ \$28,800 each = \$57,600. Paint, graphics and decommission @ \$3,000 each = \$6,000. One Ford F150 Pick-up = \$37,500. Graphics, radio, lopper shell and light bar \$16,150. (Labor charges for outfitting each vehicle is included in the amounts listed.)
02-441-2107	MOTORCYCLE PROGRAM	-	-	52,900	34,667	-	Staff to determine streets based on long term replacement plan and needs.
02-441-3101	STREET IMPROV. PROGRAM	351,033	393,744	500,000	455,077	350,000	
02-441-3102	EQUIPMENT-PUBLIC WORKS	-	187,500	45,000	38,316	-	
02-441-3104	VEHICLES-PUBLIC WORKS	990	28,929	-	-	-	
02-441-3106	STORM SEWERS	-	12,800	50,000	10,000	50,000	Storm Sewer mapping and repair (no money spent in 2016)
02-441-3109	TRAFFIC CALMING MEASURES	-	780	75,000	60,672	30,000	Upgrade of school traffic lights on Quincy
02-441-3110	CRACK SEAL	11,370	17,117	25,000	17,605	30,000	Yearly street improvement project
02-441-3111	CURB AND GUTTER	67,693	489	135,000	128,132	250,000	Concrete replacement program
02-441-3112	RIGHTS-OF-WAY IMPROVEMENTS	-	-	176,000	0	100,000	Glennmoor Light (\$100,000) Bellevue Islands (carry over from 2016 no money spent)
02-441-3113	UNDERGROUND UTILITIES	-	-	-	-	-	
02-441-4000	LAND PURCHASE	13,900	7,481	1,500,000	2,523,821	-	
02-441-1000	TRAIL IMPROVEMENTS	252	-	325,000	-	-	
02-441-1005	SIGNS	-	-	-	-	-	
02-441-3103	EQUIPMENT PARKS	27,842	91,065	20,000	18,702	-	
02-441-3105	VEHICLES PARKS	-	34,419	40,000	-	-	
02-441-3107	LANDSCAPING	-	-	-	-	-	
02-441-3108	BUILDINGS	-	-	25,000	0	-	
	TOTAL CAPITAL EXPENDITURES	665,480	1,027,471	4,605,065	4,130,982	3,948,429	
	ADD/(SUBTRACT) OPERATING						
	DIFFERENCE	(291,546)	(457,732)	(765,348)	(3,501,140)	1,514,571	SID#7 Reserve Funds
	TRANSFER OUT	(20,000)	-	-	-	-	General Fund Surplus above Fund Balance Requirement
	TRANSFER IN	1,065,944	-	2,007,700	-	3,839,465	Pay back for 2016 PW land purchase
	ENDING CAPITAL FUNDS AVAILABLE	6,799,886	6,342,154	6,791,325	4,848,715	2,523,821	
	ENDING COP FUNDS AVAILABLE	-	-	-	-	-	

CONSERVATION TRUST FUND 07

CHERRY HILLS VILLAGE 2017 BUDGET WORKSHEET

The Colorado State Legislature requires the establishment of this fund if a local government desires to receive state allocations for the acquisition, development, and maintenance of park and open space properties. The Colorado Lottery is the primary revenue source of this fund.

DESCRIPTION	2014		2015		2016		2017		NOTES/EXPLANATIONS:
	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	BUDGET	BUDGET		
REVENUES:									
07-330-3358 COLORADO LOTTERY	59,591	60,348	60,000	60,000	67,000	60,000	60,000	60,000	Per Capita Share x 6229 (Non-Districted Population); numbers from the CO Department of Local Affairs
07-360-3611 INTEREST ON INVESTMENT	193	295	266	266	860	860	860	860	
07-360-3680 OTHER REVENUES	0	0	0	0	0	0	0	0	
TOTAL REVENUES	59,784	60,643	60,266	60,266	67,860	60,860	60,860	60,860	
EXPENDITURES:									
07-450-4521 TRAIL IMPROVEMENTS	318	7,771	248,500	25,500	25,500	568,500	568,500	568,500	Misc bridal/asphalt trail restoration (\$15,000), Overseeding of City Parks and Trails (\$5,500), Split Rail Fence (\$5,000), Trail development on First Church Property (\$218,000), Bank Stabilization/Tuffs Bridge/Woodie Hollow (\$150,000); Hampden Underpass (\$175,000)
07-450-4522 VILLAGE CENTER POND DREDGING	0	0	0	0	0	0	0	0	
07-450-4523 CHERRY HILLS ANNEX PARK	0	0	0	0	0	0	0	0	
07-450-4524 TRAIL LANDSCAPE PROGRAM	0	0	0	0	0	0	0	0	
07-450-4528 PARK PURCHASES	0	0	0	0	0	0	0	0	
07-450-6070 CONTINGENCIES	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	318	7,771	248,500	25,500	25,500	568,500	568,500	568,500	
INCREASE TO RESERVES	59,466	52,873	(188,234)	42,360	(507,900)	(507,900)	(507,900)	(507,900)	
BALANCE IN RESERVES	722,464	775,312	587,089	817,455	309,773	309,773	309,773	309,773	
EMERGENCY RESERVES	1,794	1,819	1,808	2,036	1,818	1,818	1,818	1,818	

CATHERINE H. ANDERSON LAND DONATION FUND

CHERRY HILLS VILLAGE 2017 BUDGET WORKSHEET

In 2009 the City Council approved Resolution 4, Series 2009 that renamed Fund 8 the Catherine H. Anderson Land Donation Fund. The money in this fund is primarily intended to foster and encourage the preservation of natural open space through financial assistance to residents interested in preserving Village natural areas but may also be used by the Council for other park-related purposes from time-to-time. The primary purpose of this fund is for the acquisition of open space, parks and trails. This fund was originally established by the Subdivision Regulations of the City and will continue to derive revenue from fees paid by subdividers of property at the time a subdivision plat is approved. The fund also receives cash-in-lieu dedications associated with subdivision applications and any other monetary donations received by the City, including recreation reimbursements or charitable donations.

DESCRIPTION	2014		2015		2016		2017		NOTES/EXPLANATIONS:
	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	BUDGET	ESTIMATE	BUDGET	
REVENUES:									
08-320-3219 CASH IN LIEU OF LAND DONATIONS	0	0	0	0	0	0	0	0	
08-320-3220 DEVELOPMENT FEES	0	0	0	0	0	0	0	0	
08-320-3221 REC REIMBURSEMENT DONATIONS	4,254	1,000	5,144	1,000	1,000	1,000	1,000	1,000	
08-360-3611 INTEREST ON INVESTMENT	935	1,000	1,433	1,000	4,000	4,000	3,000	3,000	
08-360-3680 OTHER REVENUES	3,065	4,000	3,235	4,000	4,200	4,200	4,000	4,000	Movie night, Holiday Tree lighting event, Exotic Car Show, Tree Program
08-360-3681 EXCISE TAX	237,125	0	0	0	0	0	0	0	2014 Excise tax from BMW golf tournament received above
08-360-3710 TRANSFER IN	0	0	0	0	0	0	0	0	money budgeted in the General Fund
TOTAL REVENUES	245,379	6,000	9,812	6,000	9,200	9,200	8,000	8,000	
EXPENDITURES:									
08-450-3031 UTILITIES	0	0	0	0	8,000	8,000	10,800	10,800	Xcel, Denver Water, Waste Management for Quincy Farm
08-450-9093 THREE POND PARK WATER	619	619	619	620	620	620	620	620	
08-450-9095 PARKS & TRAIL IMPROVEMENTS	0	0	0	0	0	0	75,000	75,000	Grounds Maintenance Costs: Turf, Irrigation Tree Care, Fence Repair, Farm Repairs, Weed Removal, etc...
08-450-6068 MISCELLANEOUS	0	0	0	5,000	2,000	2,000	80,000	80,000	(\$5,000) Quincy Farm Committee, (\$25,000) Water Attorney, (\$50,000) Consultant to work with QF Committee on Short and Long Term Management Plan
08-450-6070 CONTINGENCIES	0	0	0	0	0	0	0	0	
08-470-7080 TRANSFERS OUT	0	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	619	619	619	5,620	10,620	10,620	166,420	166,420	
INCREASE/(DECREASE) TO RESERVES	244,760	9,193	9,193	380	(1,420)	(1,420)	(158,420)	(158,420)	
BALANCE IN RESERVES	641,238	657,498	657,498	657,992	656,096	656,096	497,712	497,712	
EMERGENCY RESERVES	7,361	294	294	180	276	276	240	240	

SID #7 BOND FUND

CHERRY HILLS VILLAGE 2017 BUDGET WORKSHEET

This fund has been established for collecting assessments and paying debt service on the bonds that finance the construction of a new water improvement system for the Cherry Hills Village residents of subdivisions Charlou Park addition and Charlou Park second addition. With the completion and acceptance of this construction project, Denver Water will extend its full service agreement to these 48 properties. The assessment is for 20 years and the first year of collection by Arapahoe County, the collecting agent will begin in 2001. Final payment is due December 15, 2020. Bonds were refinanced in 2012 to reduce interest rate from 7.0% to 3.10%

	2014	2015	2016	2016	2017	
DESCRIPTION	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	NOTES/EXPLANATIONS:
REVENUES:						
13-360-3611 INTEREST INCOME	43	48	50	150	100	
13-360-3612 INTEREST ON ASSESSMENTS	15,773	13,198	11,284	11,938	9,176	
13-360-3630 ASSESSMENT REVENUE	71,278	59,192	68,417	83,395	70,525	
TOTAL REVENUE	87,094	72,439	79,751	95,483	79,801	
REDUCTION OF RESERVES	-	8,815	11,046	-	20,996	
TOTAL FUNDS AVAILABLE	87,094	81,254	90,797	95,483	100,797	
EXPENDITURES:						
13-470-4041 COUNTY TREASURER FEES	871	724	797	953	797	
13-470-7072 INTEREST EXPENSE	12,360	10,530	10,000	10,000	10,000	
13-470-7073 BOND PRINCIPAL PAYMENT	70,000	70,000	80,000	60,000	90,000	
TOTAL EXPENDITURES	83,231	81,254	90,797	70,953	100,797	
INCREASE TO RESERVES	3,863	-	-	24,530	-	
BALANCE IN RESERVES	22,748	14,373	3,107	38,212	17,686	
EMERGENCY RESERVES	2,613	2,173	2,393	2,864	2,394	
						1% of interest+assessment revenue

ARAPAHOE COUNTY OPEN SPACE FUND 14 CHERRY HILLS VILLAGE 2017 BUDGET WORKSHEET

This fund was created to account for sales tax revenues generated from the Arapahoe County Open Space ballot measure (resolution no. 030381). The City receives a shareback of the tax revenues collected. These funds may be used to acquire real estate, easements, and water rights and to improve, restore and protect open space. The funds may also be used to manage, patrol and maintain open space lands including construction costs, equipment and improvements. The funds also allow for environmental education programs.

	2014	2015	2016	2016	2017	
DESCRIPTION	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	NOTES/EXPLANATIONS:
REVENUES:						
14-320-3200 OPEN SPACE SHAREBACK	129,570	142,285	130,000	151,811	140,000	
14-320-3220 SALES TAX COLLECTION FEE	3,064	3,338	2,000	3,000	3,000	5% of all open space tax collected by the City
14-360-3611 INTEREST ON INVESTMENTS	1,476	2,828	1,400	6,600	4,000	
14-360-3680 OTHER REVENUES	135,870	109,162	0	4,040	0	Grant revenue
14-360-3800 TRANSFERS IN	0	0	0	0	0	
TOTAL REVENUES	269,981	257,614	133,400	165,451	147,000	
EXPENDITURES:						
14-450-9090 ARAPAHOE COUNTY OPEN SPACE TAX	0	92	0	0	0	
14-450-9091 TRAIL IMPROVEMENTS	15,902	5,880	90,000	20,000	65,000	Concrete repair on City paved or concrete trails/sidewalks (\$15,000), Bank Stabilization along Little Dry Creek (\$50,000) (\$10,000) Parks and Open Space Improvements, (\$50,000) Parks and Opens Space Master Plan Consultant costs (carry over from 2016) , (\$75,000) Quincy Farm General Infrastructure Maintenance: Roof, Paint, Wood, Electrical, Frame, etc...
14-450-9092 PARK IMPROVEMENTS	12,004	1,363	510,000	80,000	135,000	
14-450-9093 OTHER EXPENDITURES	145,746	150,061	0	0	0	Grant Funds
TOTAL EXPENDITURES	173,652	157,397	600,000	100,000	200,000	
INCREASE TO RESERVES	96,329	100,217	(466,600)	65,451	(53,000)	
BALANCE IN RESERVES	663,241	763,829	300,955	832,044	779,598	
EMERGENCY RESERVES	8,099	7,728	4,002	4,964	4,410	

WATER AND SEWER FUND 20 CHERRY HILLS VILLAGE 2017 BUDGET WORKSHEET

The City is currently involved in a program to incorporate the water and sewer districts located within the City boundaries into the municipal government. With this ongoing action, the City desires to account separately for the funds allocated to the project and its associated utility function. For this reason, the Water and Sewer Fund was created to account for all revenues and expenses associated with the consolidation and operation of water and sewer utilities coming under the auspices of the City of Cherry Hills Village.

DESCRIPTION	2014		2015		2016		2017		NOTES/EXPLANATIONS:
	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	BUDGET	ESTIMATE	BUDGET	
BEGINNING FUNDS AVAILABLE	927,865	894,770	593,559	923,098					
REVENUES:									
20-320-3220 TAP FEES	29,000	53,700	-	-	-	-	-	-	
20-320-3226 SEWER ADMINISTRATION FEES	2,328	11,634	2,328	-	-	-	2,328		
20-320-3228 SEWER REPAIR & MAINTENANCE	31,440	63,655	74,496	99,868	99,868	69,660	69,660		\$12/yr to those with Englewood total service agreements (162 homes) and Cherry Hills Country Club (32 tap equivalencies)
20-360-3611 INTEREST INCOME	844	1,294	800	2,750	1,500	1,500	-		\$430/yr for repairs and maintenance to those with Englewood agreements. (162 homes), Cherry Hills Country Club (32 taps).
20-360-3680 OTHER REVENUES	25	30,516	-	950	-	-	-		
TOTAL REVENUE	63,637	160,799	77,624	103,568	73,488	73,488			
EXPENDITURES:									
20-461-4042 LEGAL COUNSEL	1,287	1,571	1,000	1,200	1,200	2,500	2,500		
20-461-4049 OTHER CONTRACTUAL SERVICES	-	195	30,000	4,000	4,000	30,000	30,000		
20-461-5052 SEWER REPAIRS AND MAINTENANCE	70,207	106,239	500,000	1,800	1,800	500,000	500,000		Needed repairs to sewer lines discovered in engineering analysis. Carry Over from 2016
20-461-6063 TRAINING, DUES & SUB	854	854	1,000	1,000	1,000	1,000	1,000		Technical Advisory Committee Membership
20-461-6068 MISCELLANEOUS EXPENSES	3,750	-	-	-	-	-	-		
20-461-7050 DEPRECIATION	23,612	23,612	-	23,612	23,612	23,612	23,612		
TOTAL EXPENDITURES	99,710	132,471	532,000	31,612	557,112	557,112			
INCREASE TO RESERVES	(36,073)	28,328	(454,376)	71,956	(483,624)	(483,624)			
BALANCE IN RESERVES	892,861	918,274	136,854	991,947	509,225	509,225			
EMERGENCY RESERVES	1,909	4,824	2,329	3,107	2,205	2,205			

PARKS AND RECREATION FUND 30

**CHERRY HILLS VILLAGE
2017 BUDGET WORKSHEET**

The Parks and Recreation fund was established for the purpose of accounting for costs related to exclusion by the City from the South Suburban Park and Recreation District and to establish certain park and recreation functions within the City of Cherry Hills Village.

	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET	
PERSONNEL SUMMARY						
City Employees:						
Park and Trail Administrator	1	1	1	1	1	
Crew Leader	1	1	1	1	1	
Parks Worker II	3	3	3	4	4	
Clerk	0.5	0.5	0.5	0.5	0.5	
Seasonal	6	6	6	6	6	
Total	11.5	11.5	11.5	12.5	12.5	NOTES/EXPLANATIONS:
BEGINNING FUNDS AVAILABLE	929,246	957,490	2,327,849	2,275,956	2,388,822	
REVENUES:						
ASSESSED VALUE	290,292,390	291,710,547	337,216,810	337,216,810	335,608,583	
Mill Levy	6,422	6,422	6,422	6,422	7,422	
Debt service mill levy (abated)	1,348	1,165	1,165	1,165	1,163	Debt incurred prior to the exclusion that is due to South Suburban. Last payment due in 2019.
Applied mill levy	5,074	5,257	5,257	5,257	6,259	
CURRENT PROPERTY TAXES	1,466,977	1,471,282	1,772,749	1,772,749	2,100,574	
SPECIFIC OWNERSHIP TAX	177,750	0	10,000	10,000	15,000	
INTEREST INCOME	4,761	6,251	5,000	14,473	7,550,000	50% of PW, 33% of Village Center, 100% of John Meade Park
COP PROCEEDS	0	1,542,691	0	1,869	0	
OTHER REVENUES	1,649,488	3,020,024	1,787,749	1,799,091	9,665,574	
EXPENDITURES:						
PERSONNEL SERVICES	322,262	343,220	420,282	340,155	753,868	
PERSONNEL SERVICES	24,888	26,821	33,823	28,337	60,309	3% increases and on call pay; \$332,556 for PW, PS, ADMIN and CD employees parks duties
SOCIAL SECURITY TAXES	4,456	4,590	4,600	4,708	4,725	
RETIREMENT 401 MANAGEMENT	7,593	8,135	8,000	8,577	8,800	
RETIREMENT 457	53,395	64,442	58,000	56,258	58,000	
HEALTH-LIFE-DENTAL INSURANCE	2,331	3,067	3,500	3,381	3,500	Boots (5 pair), pants (4 pair per employee); coats (1 per employee) and shirts for 4 fulltime people and shirts for seasonal workers, misc uniform expense
UNIFORMS	1,507	5,955	5,000	3,180	5,000	Snow removal and misc special events
OVERTIME	416,432	456,230	533,004	444,587	894,002	
TOTAL PERSONNEL SERVICES	172	910	1,200	1,183	1,200	Office supplies and mailings (Certified letters to residents, copying for grant packets, general administrative office supplies)
SUPPLIES AND MATERIALS:	2,242	1,391	3,500	3,326	3,500	Park and entryway flowers and supplies (Village Center flower beds, Volunteer Park bed, Holly and Quincy flower beds)
OFFICE SUPPLIES/PRINTING						(\$2,500) Misc Fertilizers for improved and open space patios (\$1,000)
PLANT SUPPLIES						(\$1,500) misc repairs to City shelters (wood, paint and other materials needed). Repair to City walks and trails (\$3,000), fence repair (\$4,000), trash bags (\$1,000), net pick ups (\$3,500), weed control materials for Parks and Open Space (\$2,000). City backflow yearly testing (\$1,200)
GENERAL INFRASTRUCTURE MAINT	17,324	15,936	15,500	15,491	16,200	For hard surface trail trouble spots
SNOW AND ICE MELT	184	0	1,000	1,000	1,000	Repair and replacement of park and trail signage
PARK SIGNAGE	430	1,165	1,000	700	1,000	Yearly Soil Sample testing costs (\$300), Misc Heracade for Parks and Open Space (\$1,500), Lumber, paint, hardware and anything not anticipated (\$3,000), Yearly Gonper and Vole removal contract for misc Parks and Open Space (\$3,200)
SPECIAL MATERIALS	4,559	2,634	7,050	7,014	8,000	
TOTAL SUPPLIES AND MATERIALS	24,910	22,237	29,250	28,713	30,900	

30-432-3032	WATER	17,552	18,352	30,000	23,667	30,000	Cost of water for irrigation of all parks and trails and watering of trees in winter months. Increase in water costs.
30-432-3033	COMMUNICATIONS	2,181	1,249	3,200	3,147	3,200	(\$5,000) CHV East Water District.
	TOTAL UTILITIES	19,712	19,602	33,200	26,814	33,200	Verizon Wireless phones for Parks employees
30-432-4041	CONTRACTUAL SERVICES:	14,670	14,603	17,727	17,709	21,006	1% of Property Tax revenues
30-432-4043	COUNTY TREASURER FEES	1,800	3,801	4,000	4,000	4,000	(\$1,000) Document and easement review, (\$3,000) surveying
	LEGAL/SURVEYING						
30-432-4047	FORESTRY/ROW TREE MAINT.	33,986	25,540	28,000	28,000	28,000	Tree planting in City parks and Open space (\$5,000). Yearly Tree Fertilizing and insecticide materials and misc equipment (\$2,000). Tree Maintenance, additional watering and removals in City parks and Open space (\$8,000). spraying contract with City Tree Care Provider (\$10,000). Hazardous tree pruning along the High Line Canal (\$3,000).
30-432-4048	VEHICLE MAINTENANCE CONTRACT	7,826	24,469	16,000	16,024	16,000	Cost of PM program provided by the City of Englewood
30-432-4046	ENGINEERING	5,759	9,744	14,000	13,472	14,000	For new and existing structures and projects
30-432-4049	OTHER CONTRACTUAL SERVICES	0	4,000	8,150	8,000	8,500	(\$2,350) Trash services; (\$2,000) West Nile mosquito spraying and materials; (\$3,800) S&B Portable Restroom Cleanings "Three Pond Park"; (\$3350) miscellaneous
	TOTAL CONTRACTUAL SERVICE	64,040	82,157	87,877	87,204	91,506	
30-432-5052	MAINTENANCE:	3,404	10,459	6,000	6,025	7,000	(\$3,000) small equipment repair (\$3,000) for skidsteer, trade in, (\$1,000) miscellaneous
30-432-5053	EQUIPMENT MAINTENANCE	2,288	2,406	4,500	4,569	4,500	Cost to maintain vehicles above and beyond the scope of the PM contract with the City of Englewood, (\$1,000) for average parts.
30-432-5054	VEHICLE MAINTENANCE	22,229	13,527	20,000	16,136	20,000	Cost for fueling vehicles
	GASOLINE-OIL						Entry features & improved park repair and/or maintenance, irrigation system upgrades (\$15,000). Misc plantings and or removals within entry features and improved parks (\$2,500), new stone benches with plaques to replace broken or worn out benches throughout the City (\$1,000). Misc footing (crusher fine, road base) needs identified throughout the year pertaining to City grounds (\$1,500).
30-432-5055	GROUNDS MAINTENANCE/IMPROVED	19,610	30,703	20,000	19,511	20,000	
	TOTAL MAINTENANCE	47,530	57,095	50,500	46,243	51,500	
	OTHER EXPENSES	5,056	4,187	7,200	6,658	7,400	CPRA Dues (\$700). CPRA Annual Conference (\$2,000). Pro Green (\$1,000). Team Building (\$600). Rocky Mountain Turfgrass Conference (\$600). Additional training (\$2,500)
30-432-6063	TRAIN-DUES-TRAVEL-SUB	55	160	500	500	500	Drug testing and yearly physicals, full time and seasonal employees
30-432-6064	TESTING-PHYSICALS						Movie Night (August - \$4,000), Car Show (September - \$3,000). Annual Holiday Lighting event (December - \$3,500).
30-432-6067	SPECIAL EVENTS	14,244	12,737	15,000	14,798	15,000	Farmers Market (September - \$1,500). Additional misc costs (\$3,000).
30-432-6068	MISC EXPENSE	3,507	3,688	5,000	5,018	5,000	Includes hiring costs and \$2,400 auto allowance.
30-432-6069	RECREATION REIMBURSEMENT	236,907	250,836	233,744	233,198	240,000	Money paid to the residents for qualifying recreation activities. up to \$500/household.
30-432-7071	EQUIPMENT	15,226	14,080	7,500	7,509	9,500	Shovels, rakes, truck generators and small power tools for park maintenance. Utility Trailer (\$2,500)
30-432-7075	ADMINISTRATIVE SERVICES	25,000	25,000	25,000	25,000	62,923	Property casualty, sewer, electric, janitorial, phone, audit, workers comp. IT. 12% of total costs
	TOTAL OTHER EXPENSES	299,994	310,688	293,944	292,681	340,329	
30-432-7072	ASSET AND COP PAYMENT EXPENSES	12,895	18,925	25,387	25,387	25,500	2 year Treasury Note for interest payment at .853%, last payment due in 2019
30-432-7073	INTEREST EXPENSE	735,730	734,625	734,586	734,586	735,000	Last payment due in 2019
	COP PAYMENT					547,717	
	TOTAL PAYMENT EXPENSES	748,625	753,550	759,974	759,973	1,106,217	
	TOTAL OPERATING EXPENSES	1,621,244	1,701,568	1,787,749	1,686,225	2,546,655	
	JOHN MEADE PARK					(3,700,000)	
	PUBLIC WORKS/VILLAGE CENTER					(3,850,000)	
	ADD/(SUBTRACT) OPERATING DIFFERENCE	28,244	1,318,466	(0)	112,866	(434,081)	
	ENDING PARKS FUNDS AVAILABLE	957,490	2,275,956	2,327,849	2,368,622	1,854,741	
	ENDING COP FUNDS AVAILABLE					0	

COUNCIL BILL 8
SERIES OF 2016

INTRODUCED BY _____
SECONDED BY _____

**A BILL FOR AN ORDINANCE
ADOPTING A BUDGET AND LEVYING PROPERTY TAXES
FOR THE CITY OF CHERRY HILLS VILLAGE, COLORADO
FOR FISCAL YEAR 2017**

WHEREAS, the City of Cherry Hills Village prepared and established a Budget for fiscal year 2017, made such Budget available for public inspection, and held a public hearing prior to adoption of the Budget by the City Council pursuant to Article IX of the Charter of Cherry Hills Village; and

WHEREAS, the Budget provides for expenditures and transfers for all purposes in the amount \$22,467,290 and

WHEREAS, the Arapahoe County Assessor has certified a taxable assessed valuation for the City of Cherry Hills Village \$335,608,583; and

WHEREAS, \$4,550,517 of the total expenditures and transfers required shall be derived from ad valorem taxes, and the balance shall be derived from other sources.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHERRY HILLS VILLAGE, COLORADO, ORDAINS:

Section 1. The City of Cherry Hills Village Budget in the total amount of \$22,467,290 for the fiscal year beginning January 1, 2017 and ending December 31, 2017, is hereby approved and adopted.

Section 2. The Mayor and City Clerk of the City of Cherry Hills Village, Colorado, are hereby authorized and directed to certify a General Purpose Levy of fourteen and seven hundred and twenty two thousandths (14.722) mills to the Board of County Commissioners of Arapahoe County, Colorado, on or before the 15th day of December 2016, to be levied against all property within the City of Cherry Hills Village for taxes to be collected in 2017 for the valuation year 2016.

Section 3. The City Council may, by resolution, transfer any unexpended balance in any of the funds to any fund or to a reserve.

Section 4. The City Council, pursuant to Article XX of the Colorado Constitution, supersedes and deems the provision of C.R.S. 1972, 29-1-301, inapplicable.

Section 5. Should any section, clause, sentence or part of this Ordinance be adjudged by any court to be unconstitutional or invalid, the same shall not affect, impair or invalidate the ordinance as a whole or any part thereof other than the part so declared to be invalid.

Adopted as Ordinance No. __, Series 2016, by the City Council of the City of Cherry Hills Village, Colorado, the TH day of _____, 2016.

Laura Christman, Mayor

ATTEST:

APPROVED AS TO FORM:

Laura Smith, City Clerk

Linda Michow, City Attorney

Published in the Villager

Published _____

Legal # _____

COUNCIL BILL 9
 SERIES OF 2016

INTRODUCED BY _____
 SECONDED BY _____

**A BILL FOR AN ORDINANCE OF
 THE CITY OF CHERRY HILLS VILLAGE, COLORADO AUTHORIZING APPROPRIATIONS
 FOR FISCAL YEAR 2017**

WHEREAS, the City of Cherry Hills Village has prepared and approved a Budget for fiscal year 2017 and the City is authorized and required to make appropriations by ordinance for each fiscal year pursuant to Article IX of the Charter of Cherry Hills Village, and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CHERRY HILLS VILLAGE, COLORADO, ORDAINS:

Section 1. From the monies obtained from taxation and from all other sources of revenue of the City of Cherry Hills Village, Colorado, during the year beginning January 1, 2017, and ending December 31, 2017, there is hereby appropriated the following sums for the following funds, to-wit:

General Fund	6,926,376
Capital Fund	3,848,429
Land Donation Fund	166,420
Conservation Trust Fund	568,500
Special Improvement District No. 7	100,797
Water & Sewer Enterprise Fund	557,112
Arapahoe County Open Space Fund	200,000
Parks and Recreation Fund	10,099,656
TOTAL	<u>\$ 22,467,290</u>

Section 2. The City Council may, by resolution, transfer any unexpended balance in any of the above mentioned funds to any other fund mentioned or to reserves.

Section 3. The City Council, pursuant to Article XX of the Colorado Constitution, deems that this ordinance supersedes the provisions of C.R.S. 29-1-301, and that said statute is inapplicable to the matters addressed by this ordinance.

Section 4. Should any section, clause, sentence or part of this Ordinance be adjudged by any court to be unconstitutional or invalid, the same shall not affect, impair or invalidate the ordinance as a whole or any part thereof other than the part so declared to be invalid, except to the extent that such invalidation defeats the purpose and intent of the City Council in adopting this ordinance.

Adopted as Ordinance No., Series 2016, by the City Council of the City of Cherry Hills Village, Colorado, the day of, 2016.

 Laura Christman, Mayor

ATTEST:

APPROVED AS TO FORM:

 Laura Smith, City Clerk

 Linda Michow, City Attorney

CHERRY HILLS VILLAGE
COLORADO

2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
www.cherryhillsvillage.com

Village Center
Telephone 303-789-2541
FAX 303-761-9386

ITEM: 9b

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF THE CITY COUNCIL

FROM: KAREN PROCTOR, DIRECTOR OF FINANCE AND ADMINISTRATION

SUBJECT: COUNCIL BILL 10, SERIES 2016; A BILL FOR AN ORDINANCE OF THE CITY OF CHERRY HILLS VILLAGE, AUTHORIZING A SUPPLEMENTAL APPROPRIATION FOR UTILITY EXPENSES FOR QUINCY FARM FOR FISCAL YEAR 2016 (FIRST READING)

DATE: NOVEMBER 15, 2016

ISSUE

Should the City Council approve Council Bill 10, Series 2016; A bill for an ordinance of the City of Cherry Hills Village, authorizing a supplemental appropriation for utility expenses for Quincy Farm in fiscal year 2016?

DISCUSSION

Background

In 2007, Catherine H. Anderson placed a conservation easement on her property, Quincy Farm, to preserve its scenic, historic and natural value in perpetuity. Cat donated her entire property, subject to the conservation easement, to the City of Cherry Hills Village upon her passing. Cat passed away in June of 2016.

Analysis

According to the Colorado Revised Statutes 2013, Title 29, Article 1 concerning budgets, governments may not exceed budgeted appropriations at the fund level. Section 2 (b) of the Colorado Revised Statutes states; "If, after adoption of the budget, the local government received unanticipated revenues. . . .from any source other than the local government's property tax mill levy, the governing body may authorize the expenditures of such funds by enacting a supplemental budget and appropriation."

The attached Council Bill (Exhibit A) authorizes a supplemental appropriation for utility expenses for Quincy Farm. The city was unable to anticipate when they would take ownership of Quincy Farm and therefore did not budget for utility expenses. The utility expenses have been approximately \$900/month. Therefore, staff is requesting a supplemental appropriation in the amount of \$5,400 (\$900 x 6 months) for the utilities account in the Catherine H. Anderson Land Donation Fund.

BUDGET IMPACT STATEMENT

The *utilities account* in the Catherine H. Anderson Land Donation Fund will be increased from \$0 to \$5,400. However, this should not cause a decrease to fund balance because staff has forecasted that revenues will exceed budgeted revenues in this fund and will cover the increase in expenditures. Utility expenses for Quincy Farm have been included in the 2017 budget.

STAFF RECOMMENDATION

Staff recommends approval of Council Bill 10, Series 2016.

RECOMMENDED MOTION

“I move to approve Council Bill 10, series 2016 on first reading; A bill for an ordinance of the City of Cherry Hills Village, authorizing a supplemental appropriation in the amount of \$5,400 for utility expenses for Quincy Farm for fiscal year 2016.”

ATTACHMENTS

Exhibit A: Council Bill 10, series 2016 on first reading; A bill for an ordinance of the City of Cherry Hills Village, authorizing a supplemental appropriation for utility expenses for Quincy Farm for fiscal year 2016.

COUNCIL BILL 10
 SERIES OF 2016

INTRODUCED BY: _____
 SECONDED BY: _____

**A BILL FOR AN ORDINANCE
 OF THE CITY OF CHERRY HILLS VILLAGE
 AUTHORIZING A SUPPLEMENTAL APPROPRIATION FOR UTILITY EXPENSES
 FOR QUINCY FARM FOR FISCAL YEAR 2016**

WHEREAS, by Ordinance No. 10, Series 2015, the City Council approved the 2016 budget and appropriated funds in accordance with such budget; and

WHEREAS, the City Council is authorized by Section 9.10 of its Home Rule Charter to make additional appropriations by ordinance during the fiscal year for unanticipated expenditures required of the City; and

WHEREAS, Catherine H. Anderson donated her property, "Quincy Farm", to the City of Cherry Hills Village subject to a conservation easement and life estate; and

WHEREAS, Catherine H. Anderson passed away in June 2016, thus effecting the transfer of the Quincy Farm property to the City; and

WHEREAS, due to the uncertainty of timing of termination of the life estate, the City did not anticipate taking ownership of the property and therefore did not budget for utility expenditures for Quincy Farm in the 2016 budget; and

WHEREAS, the City Council desires to make an additional appropriation of \$5,400 (\$900/month x 6 months) for utility expenditures at Quincy Farm; and

WHEREAS, in accordance with Section 9.10 of the Charter, the additional appropriation contemplated herein does not exceed the amount of estimated and actual revenues in budget year 2016.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CHERRY HILLS VILLAGE, COLORADO, ORDAINS:

Section 1. That the 2016 Budget and Appropriations is hereby amended and supplemented by increasing the following funds and accounts, to-wit:

<u>CATHERINE H. ANDERSON LAND DONATION FUND</u>	<u>From</u>	<u>To</u>
As determined on or before December 31, 2016		
Utility Expenses	\$ 0	\$5,400

Section 2. The City Council hereby ratifies all expenditures heretofore and hereafter made pursuant to this supplemental appropriation ordinance.

Adopted as Ordinance No. __, Series 2016, by the City Council of the City of Cherry Hills Village, Colorado, on the ____ day of _____, 2016.

Laura Christman, Mayor

ATTEST:

Approved as to form:

Laura Smith, City Clerk

Linda C. Michow, City Attorney

CHERRY HILLS VILLAGE
COLORADO

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ITEM: 9c

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF CITY COUNCIL

FROM: KAREN PROCTOR, DIRECTOR OF FINANCE AND ADMINISTRATION

SUBJECT: PUBLIC ART COMMISSION RECOMMENDATION FOR PURCHASE OF
RUBRIC SERIES PIECE BY EMMETT CULLIGAN

DATE: NOVEMBER 15, 2016

ISSUE

Shall the City Council approve the purchase of the *Rubric* series piece by Emmett Culligan currently on loan to the City?

DISCUSSION

The Public Art Commission (PAC) began working with artist Emmett Culligan in 2014 when he participated in the PAC's call for entries through the CaFE website. The PAC recommended that Council approve the loan of a new piece from Mr. Culligan's *Rubric* series for \$8,000 with the option to purchase the piece for an additional \$7,000. Council approved the loan at their November 18, 2014 meeting (see Exhibit A for meeting minutes). The *Rubric* series piece was dedicated on October 6, 2016 on the Quincy Avenue side of the Joint Public Safety Facility (see Exhibit B for photo). The piece is on loan to the City for a two year period, ending on October 6, 2018.

Section 16 of the loan agreement for the *Rubric* series piece (see Exhibit C) states "During the term of the loan, Lender shall not sell or offer the Object for sale without providing PAC with a right of first refusal to purchase the Object at or below the Lender's proposed sale price on such terms and conditions as may be established by the City." Mr. Culligan is offering the piece for sale to the City for the total price of \$15,000 (see Exhibit D for a letter from Mr. Culligan). The retail market value of the piece is approximately \$45,000.

At their October 31, 2016 meeting the PAC voted unanimously to recommend that Council approve the purchase of the *Rubric* series piece. PAC Chair Ann Polumbus is unable to attend

the November 15, 2016 City Council meeting but has written a letter to Council that is attached to this memo as Exhibit E.

NEXT STEPS

If Council approves the purchase of the piece, staff will work with City Attorney Michow on an agreement to be executed between the City and Mr. Culligan.

If Council determines to stay with the existing contract, no further action is required. If during the next two year loan period an offer is made, City Council could determine if they would like to match the offer and purchase the piece at that time.

BUDGET IMPACT

If Council approves the purchase of the piece, the remaining balance of \$7,000 of the purchase price would be paid from the PAC budget. The PAC currently has over \$13,000 remaining in its 2016 budget.

MOTION IF COUNCIL WISHES TO APPROVE

“I move to approve the purchase of the *Rubric* series piece by Emmett Culligan currently on loan to the City for the purchase price of \$15,000, of which \$8,000 has already been paid by the City and \$7,000 remains to be paid, on terms and conditions set forth in an agreement to be executed between the City and Mr. Culligan.”

ATTACHMENTS

- Exhibit A – November 18, 2014 City Council Minutes
- Exhibit B – Photo of *Rubric* Series Piece
- Exhibit C – Art Loan Agreement for *Rubric* Series Piece
- Exhibit D – Letter from Artist Emmett Culligan
- Exhibit E – Letter from Public Art Commission Chair Ann Polumbus

Mayor Tisdale replied that would be addressed during the public hearing and discussion of the 2015 proposed budget.

Megan Datwyler from Wells Fargo Insurance Services explained that they were the broker for the City's workers compensation insurance through Pinnacol Insurance, and that because the City had a low claims rating they were returning \$13,000 of the City's premium.

Jan Wondra indicated that it was National Adoption Awareness Month and reported to Council regarding Families for Russian and Ukrainian Adoption's policy activities over the past year.

ITEM 10F. RECOMMENDATION FROM THE PUBLIC ART COMMISSION TO PLACE ART IN THE CITY

Director Proctor explained that the Public Art Commission's (PAC) was seeking Council's approval related to placement of two pieces of art in the City.

Commissioner Harbaugh introduced Colorado artist Emmett Culligan. She explained that Mr. Culligan had generously offered to donate three pieces from his *Crew* series that were meant to be displayed together, and the PAC was requesting that Council approve this donation and the proposed location for the art at the entry feature at Holly and Belleview. She added that the PAC was also requesting that Council approve an expenditure of funds in the amount of \$8,000 for Mr. Culligan to create a new piece from his *Rubric* series that would be placed on the Quincy side of the Joint Public Safety Facility (JPSF).

Mr. Culligan explained that he had started the *Crew* series in 2007 and that the pieces were made from marble, stone and steel. He indicated that they were meant to be discovered and would work well at the Holly/Belleview entryway. He explained that the *Rubric* series was his current series and that the pieces were made from inflated stainless steel and stone. He noted that a *Rubric* series piece would lend itself to the architecture of the JPSF and contribute to the sense of place and identity.

Councilor K. Brown noted that the staff memo stated that the City could purchase the piece in the future for an additional \$7,000 and asked if the piece was not purchased by the City if the City would be reimbursed the \$8,000 being requested tonight.

Commissioner Harbaugh replied that the \$8,000 would not be reimbursed and that the City was paying for materials.

Mr. Culligan added that the goal was to have the City purchase the piece, and that normally these pieces sell for \$25,000.

Councilor A. Brown moved, seconded by Councilor K. Brown to approve the donation to the City of Cherry Hills Village by Colorado artist Emmett Culligan's three *Crew* series pieces and installation of the pieces at the entry feature of Holly Street and Belleview Avenue; and further to approve the expenditure of \$8,000 for materials to create a new piece by Colorado artist Emmett Culligan from his *Rubric* series and loan of said piece to the City for a minimum of three years to be placed on the northern side of the Joint Public Safety Facility facing Quincy Avenue with the option of purchase by the City for an additional \$7,000 if the piece is not purchased by another party.

The motion carried 5 to 0.





INCOMING LOAN AGREEMENT
City of Cherry Hills Village Public Art Commission

Cherry Hills Village
 2450 E. Quincy Ave.
 Cherry Hills Village, CO 80113

Lender's Name: <i>Emmett Culligan</i>					
Address: <i>3495 Wyankoop St</i>			City/State/Zip: <i>Denver CO 80216</i>		
Home Phone: <i>303 507 5275</i>			Alternate Phone:		
Loan Period: From <i>10/6/16</i> To <i>10/6/18</i>					
TITLE OF ART PIECE	MEDIA	SIZE	INSURANCE VALUE*	FOR SALE** (YES/NO)	SOLD Admin use only
<i>Rubric</i>	<i>Marble Stainless Steel</i>	<i>90" x 60 x 90"</i>	<i>45K</i>	<i>Yes</i>	
Special Conditions:					
* Insurance value = retail value. In the event of an insurance claim Lender receives retail value minus commission fee ** Lender may not change the selling price or status (i.e. For Sale to Not For Sale) during the loan period. Lender agrees that sale of the art piece during the loan period shall be subject to applicable City and state sales tax and 10% commission on the sale price payable to the City in consideration of Lender's use of City property					
I hereby acknowledge that I am the owner or agent and I am fully authorized to lend the object(s) described above and those on attached listings (if any), all in good condition, except where noted, to Cherry Hills Village Public Art Commission I acknowledge that the Public Art Commission is a volunteer committee of the City of Cherry Hills Village and not a separate legal entity, and that the City of Cherry Hills Village is the party in interest wherever reference is made herein to the Public Art Commission. I hereby certify that I have read and agree to abide by the conditions, printed on the reverse side of this agreement, governing this loan.					
Lender's Signature: <i>[Signature]</i>			Date: <i>10/26/2016</i>		
PAC Representative: <i>Aron Polunin</i>			Date: <i>10-31-16</i>		
Loan Release: Return of the above loan object(s) in satisfactory condition is hereby acknowledged. I hereby release the City of Cherry Hills Village, its agents, officials and employees, the Public Art Commission and its individual members from all claims of damage to this (these) object(s).					
Lender's Signature:			Date:		
PAC Representative:			Date:		

Terms and Conditions Governing Loans to The City of Cherry Hills Village Public Art Commission (PAC)

Ownership, Care, Conservation and Exhibition:

1. The City of Cherry Hills Village, through its PAC, will give the borrowed object(s) the same care as it does comparable property of its own. Evidence of damage, regardless of cause, while in custody of PAC will be reported as soon as reasonably possible to the Lender.
2. All objects, however, are subject to gradual deterioration due to passage of time, and PAC will not be held liable for degradation of the object caused by such deterioration.
3. No alteration, restoration or repair will be undertaken by the City without the written authorization of the Lender except in the case of emergency repairs deemed necessary in the sole discretion of the City in which case the Lender specifically waives its rights under 17 U.S.C. 106A(a) as to the City's emergency repair and maintenance.
4. Lender warrants it has right, title and ownership interest in the object and that the object is not subject to any ownership, lien encumbrance, copyright, infringement or other claim by any other person or entity.

Insurance:

5. Objects will be insured during the Loan Period by the City of Cherry Hills Village in the amount specified by the established insurance value, as listed in this Agreement. The City and/or its insurer will not be responsible for a loss greater than the assigned amount shown in this Agreement. If the loan consists of two or more objects and a value is not included for each object, the City and/or its insurer will not be responsible for a loss in an amount greater than the object's proportional amount to the set.
6. If the Lender elects to maintain his or her own insurance coverage, PAC must be supplied with a certificate of insurance naming the City as an additional insured party.
7. The City will not be responsible for any error or deficiency in information furnished to the Lender's insurer or any lapses in coverage.
8. All transportation and delivery costs of the object between the Lender's address noted on the reverse side and the City designated location shall be paid by The City of Cherry Hills Village.
9. Insurance Coverage during transport of the object shall be the responsibility of the artist.
10. Nothing contained herein is intended to waive, limit or otherwise affect the coverages and protections afforded the City under the Colorado Governmental Immunity Act.

Credit:

11. PAC may photograph objects on loan for publicity and or exhibition catalogs and will credit the Lender in such publicity unless otherwise specified in this Agreement.

Return of Loans:

12. Unless otherwise agreed upon by both parties, a loan terminates on the date specified on the face of this Agreement, which shall not be less than two years. If no termination date is specified, sixty days written notice must be given to the PAC to remove the art. Upon expiration of the loan, the loaned object will be released to the Lender, or his or her duly authorized agent, or legal representative, according to written instructions of the Lender, provided that the PAC and City shall not incur any costs or expenses associated with the release, delivery and return of the loaned object without PAC's prior written approval.
13. If the Lender has not removed loaned object(s) within one hundred twenty days after receiving written notice of termination of the PAC, or has not taken possession of the loaned object(s) within one hundred twenty days after receiving written notice that the object(s) is being released pursuant to Paragraph 12 above, the loaned object(s) shall be deemed an unrestricted gift to the PAC in accordance with the laws of the State of Colorado covering the Loans of Property to Museums.
14. The Lender is responsible for providing written notice to the PAC immediately of a change in his or her return address or telephone number.
15. In the case of change of legal ownership, the new owner is required to provide written notification to the PAC immediately and establish his/her legal ownership by proof satisfactory to the PAC.

Sale of Artwork:

16. During the term of the loan, Lender shall not sell or offer the Object for sale without providing PAC with a right of first refusal to purchase the Object at or below the Lender's proposed sale price on such terms and conditions as may be established by the City.

Notice:

17. Any notice required under this Agreement, shall be in writing, addressed to the party at the address specified herein, and sent via certified U. S. Mail, return receipt requested.
18. This Agreement shall be governed by and construed under the laws of the State of Colorado, and venue for any litigation shall be Arapahoe County.

Dear Cherry Hills Village,

11/2/2016

First I would like to thank everyone on the committee for helping to make the Rubric sculpture that was installed at the town center become a reality. Over 500 man hours were spent creating this unique work of art and it is a true honor to have this sculpture displayed in such a prominent location in the Village. Having received a total of \$8,000 to fabricate this work to be "loaned " to the city for 2 years, it is my hope that this beautiful sculpture will find a Permanent home in the Village. My large scale work that is fabricated in Yule marble and polished, inflated stainless steel currently sells on the retail market for approximately \$45,000.

At this time I would like to offer the Village the opportunity to make this unique work of art part of the "permanent collection" as I believe in the vision of creating a strong basis for art and public art to become an integral part of the Cherry Hills Village community . The total amount that would be required to make this happen is \$15,000 or a balance due of \$7,000 to be paid to the artist.

It is my hope that the members of the Village will take advantage of this rare opportunity to make Rubric apart of a diverse and growing art collection at a fraction of the cost that would normally be required to obtain a sculpture of this magnitude.

Sincerely,
Emmett Culligan

November 4, 2016

To Cherry Hills Village City Council
From: Ann Polumbus, Public Art Commission Chair

RE: Emmett Culligan *Rubric*

I regret that I am unable to attend your November 15th meeting, but I hope you will consider our thoughts in this memo. We on the Public Art Commission began working with Emmett in 2014. We actually learned about him from former Commissioner Teresa Harbaugh who encouraged us to visit his exhibit at Havu Gallery in Denver. We did—were very impressed—and encouraged him to enter our CaFE (Call For Entry) request. From the moment we met with Emmett and saw photos of his work, we were excited. He works in series and “our” piece is the last of his *Rubric* series.

At the time, we agreed to pay him \$8,000 for materials and \$7,000 on completion of his work - knowing we had to get approval from City Council. Along came the Deborah Butterfield campaign, and Emmett was agreeable to wait and finish his work in 2016. Interesting to note, since 2014, Emmett’s work has become more valued. This spring Havu Gallery featured Emmett Culligan and most of his pieces sold. One of his large pieces (6 foot piece) sold for \$25,000 and the materials were much less expensive: limestone as compared to marble. Our piece is 8 feet high and exquisite.

Today he tells us the retail value of this piece is \$45,000 due to the marble, size and the popularity of his work. Emmett is a young Colorado artist with a promising future. We are very fortunate that he is willing to stick to his original price that he agreed upon two years ago. This appears to all of us on the Public Art Commission as a unique opportunity to purchase a fabulous piece way below market value. As you well know, art can be moved and depending how the redevelopment of John Meade Park and Alan Hutto Memorial Commons turns out, *Rubric* would be a brilliant addition to the area.

As we mentioned in our memo to you regarding the Public Art Commission budget, included in the October 18, 2016 Council packet, our goal in the future is to proceed acquiring art on a “loan” basis. Very occasionally we may have an opportunity like this and we would hope the Village would take advantage of it. We don’t anticipate this happening again soon.

On behalf of the Public Art Commission, we urge you to approve our using our current funds to pay Emmett Culligan the remaining \$7,000 owed to acquire *Rubric*. With the permission of the Harbaugh family, we would like to dedicate this piece to former Commissioner Teresa Harbaugh. Thank you for your consideration.

Sincerely,

Ann Polumbus
Public Art Commission Chair

CHERRY HILLS VILLAGE
COLORADO

2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
www.cherryhillsvillage.com

Village Center
Telephone 303-789-2541
FAX 303-761-9386

ITEM: 9d

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF CITY COUNCIL

FROM: MICHELLE TOVREA, CHIEF OF POLICE

SUBJECT: RESOLUTION 16, SERIES 2016; APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH ARAPAHOE COUNTY REGARDING SHARED USE OF THE RADIO COMMUNICATIONS NETWORK SYSTEM

DATE: NOVEMBER 15, 2016

ISSUE

Shall City Council approve Resolution 16, Series 2016, approving an Intergovernmental Agreement with Arapahoe County regarding shared use of the Radio Communications Network System?

DISCUSSION

Arapahoe County has provided shared use of its Radio Communications Network System (RCNS) with the City since at least the 1990s. Arapahoe County is updating the previous agreement, and staff has worked with City Attorney Michow and the County on the attached updated Intergovernmental Agreement. The agreement requires a one-time user fee in the amount of \$325.00 for each new radio. In addition, the agreement requires the City to pay an annual maintenance and operation fee of \$25.00 per unit. The City currently operates with 65 radios in the Police Department and Public Works.

The fees for this service have remained unchanged since the 1990's and the total cost in 2017 is expected to be \$1625.00 unless the City would need to add additional radios to the fleet. The contract will remain in effect until such time that either party requests termination.

STAFF RECOMMENDATION

City staff recommends approval of Resolution 16, Series 2016.

RECOMMENDED MOTION

"I move to approve Resolution 16, Series 2016; approving an Intergovernmental Agreement with Arapahoe County regarding shared use of Arapahoe County's Radio Communications Network System and Consolidated Communications Network of Colorado."

ATTACHMENTS

Exhibit A: Resolution 16, Series 2016 with attached Intergovernmental Agreement

RESOLUTION NO. 16
SERIES 2016

INTRODUCED BY:
SECONDED BY:

**A
RESOLUTION
OF THE CITY COUNCIL
OF THE CITY OF CHERRY HILLS VILLAGE
APPROVING AN INTERGOVERNMENTAL AGREEMENT
WITH ARAPAHOE COUNTY REGARDING SHARED USE
OF ARAPAHOE COUNTY'S RADIO COMMUNICATIONS NETWORK SYSTEM
AND CONSOLIDATED COMMUNICATIONS NETWORK OF COLORADO**

WHEREAS, C.R.S. Section 30-11-410, as amended, authorizes the governing body of a municipality and the board of county commissioners to contract for the purpose of providing law enforcement services by the Sheriff within the boundaries of the municipality; and

WHEREAS, C.R.S. Section 29-1-203 further authorizes governments to cooperate or contract with one another to provide any function, service, or facility; and

WHEREAS, Section 13.6 of the Cherry Hills Village Home Rule Charter authorizes the City Council, by resolution or by ordinance, to enter into contracts or agreements with other governmental units for receiving services; and

WHEREAS, Arapahoe County ("the County") has shared use of their Digital Trunked Radio System (DTRS) through the Arapahoe County Sheriff's Office with the City for decades; and

WHEREAS, the City and the County agree that such intergovernmental cooperation creates efficiencies in operation, resources and cost, and thus furthers the public health, safety and welfare of the residents of the City and County; and

WHEREAS, the City and County desire to enter into the attached updated Intergovernmental Agreement ("Agreement") in accordance with the terms and conditions set forth therein.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cherry Hills Village, Colorado that:

Section 1. The City Council hereby approves the attached Agreement between the City of Cherry Hills Village and the Board of County Commissioners of the County of Arapahoe, and authorizes the Mayor to execute said Agreement.

Section 2. This Resolution shall be effective immediately.

Introduced, passed and adopted at the
regular meeting of City Council this ___ day
of _____, 2016, by a vote of _ yes _ no.

(SEAL)

Laura Christman, Mayor

ATTEST:

APPROVED AS TO FORM:

Laura Smith, City Clerk

Linda C. Michow, City Attorney

**ATTACHMENT TO RESOLUTION 16, SERIES 2016:
INTERGOVERNMENTAL AGREEMENT
WITH ARAPAHOE COUNTY REGARDING SHARED USE
OF ARAPAHOE COUNTY'S RADIO COMMUNICATIONS NETWORK SYSTEM
AND CONSOLIDATED COMMUNICATIONS NETWORK OF COLORADO**

**INTERGOVERNMENTAL AGREEMENT REGARDING SHARED USE OF ARAPAHOE
COUNTY'S RADIO COMMUNICATIONS NETWORK SYSTEM
[And Consolidated Communications Network of Colorado (CCNC)]**

This Intergovernmental Agreement entered into this 15th day of November, 2016, by and between Arapahoe County, Colorado, (hereinafter the "County") and City of Cherry Hills Village, hereinafter referred to as "Subscriber", hereinafter collectively referred to the parties.

WHEREAS, pursuant to the provisions of Sections 29-1-203 C.R.S., and Section 18(2)(a) of Article XIV of the Colorado Constitution, Governmental entities are authorized to cooperate and contract with each other for the purpose of intergovernmentally providing any function, service, or facility authorized to it, and further including authority to provide for the joint exercise of such function, service, or facilities; and

WHEREAS, in the performance of its governmental functions, the County has obtained a Digital Trunked Radio System (hereinafter sometimes referred to as "DTRS") presently consisting of radio sites containing trunked radio repeaters, related electronic hardware equipment, software, and towers/antennas; and

WHEREAS, the County operates and maintains the DTRS for an improved radio communications function for its various governmental functions including law enforcement, road and bridge, animal control, building inspection, public safety and general governmental radio communications; and

WHEREAS, the County has integrated their DTRS with the statewide DTRS, which is managed by the Consolidated Communications Network of Colorado (CCNC), and migrated all public safety to digital communications for the mutual benefit of all users and automatic interoperability; and

WHEREAS, the County and Subscriber are each authorized to utilize radio communications in the performance of their various governmental functions; and

WHEREAS, the parties wish to cooperate in providing such services and equipment now separately operated by the parties; and

WHEREAS, the parties have determined that this Agreement is necessary, proper and convenient for the continued fostering and preservation of the public peace, health and safety, and for providing a more cost effective and efficient use of governmental resources;

NOW, THEREFORE, IT IS AGREED by and between the County and the Subscriber as follows:

1. The County agrees to permit the Subscriber to utilize the County's portion of the statewide DTRS pursuant to the terms and conditions of this Agreement. As a partial reimbursement for the County's cost in obtaining and maintaining the DTRS, Subscriber shall pay to the County a one-time user fee in the sum of \$325.00 for each serialized

**INTERGOVERNMENTAL AGREEMENT REGARDING SHARED USE OF ARAPAHOE
COUNTY'S RADIO COMMUNICATIONS NETWORK SYSTEM
[And Consolidated Communications Network of Colorado (CCNC)]**

device added after January 1, 2017, and shall be entitled to use a portion of the DTRS needed by Subscriber for its law enforcement, fire, public works and other governmental purposes, subject to the terms and conditions of this Agreement. Subscriber shall pay such fee to the County no later than thirty (30) days after Subscriber's receipt of the annual billing invoiced in February of the following year. This fee is applicable to each additional serialized device that is placed on the County's portion of the DTRS. Replacement devices are not subject to this user fee. Said payment shall be made to Arapahoe County for deposit in the County's DTRS Development ("DTRSD") account for use as set forth in paragraph 12.

2. Subject to annual budgeting and appropriation, Subscriber shall also pay an annual operation and maintenance fee of \$25.00 per serialized device. This fee will be billed in February, for the previous year, and each year thereafter, and shall be due and payable within thirty (30) days of Subscriber's receipt of such billing.
3. The CCNC has made available 3 talk groups from the DTRS for use by Subscriber. A talk group is generally defined as a computer designated allocation for the routing of transmitted radio or data messages on a multi-frequency trunked radio system, such as the DTRS.
4. The County shall obtain any and all permits, certificates and licenses required by any rules, regulations and laws for the operation of the DTRS. Subscriber will cooperate with the County, to the extent necessary, in obtaining such permits, certificates and licenses.
5. To the best of its ability, the County shall protect and maintain its portion of the DTRS in proper operating condition in such a manner that the DTRS services shall be efficiently rendered to the parties as and when needed.
6. The County agrees to furnish qualified personnel to provide operational control of the DTRS. Operational control is deemed to include all facets of a communications network, including, but not limited to, program, transmission, reception, usage and allocation of the network. Subscriber shall be responsible for purchasing mobile and portable radios compatible with the DTRS. Subscriber shall also be responsible for the maintenance, repair and insurance of its radios and equipment needed for use of the DTRS. Subscriber and its agent(s) agree to operate on the DTRS in accordance with FCC Rules & Regulations, County Policies and CCNC Standard Operational Procedures (SOP).
7. The County shall pay for all expenses of every kind or nature incurred in the operation of the DTRS. Subscriber shall not be liable for any debts or liabilities contracted or incurred by the County or any other entity that may utilize the DTRS.
8. The County shall, at all times, carry and maintain adequate insurance coverage to protect the properties of the DTRS against fire, loss or other hazards that may impair the operations.

**INTERGOVERNMENTAL AGREEMENT REGARDING SHARED USE OF ARAPAHOE
COUNTY'S RADIO COMMUNICATIONS NETWORK SYSTEM
[And Consolidated Communications Network of Colorado (CCNC)]**

9. Subscriber is allocated 3 secured communication talk groups. Additional system talk groups may be requested in writing to the Technical Committee of CCNC.
10. The County may allow other Subscribers to use the DTRS provided such entities enter into an agreement similar to this Intergovernmental Agreement and whose membership has been approved by CCNC.
11. Each party to this Agreement and each party to any other agreement with Arapahoe County for the use of the DTRS shall annually certify the number of radios that it uses as part of the DTRS by January 1st of each year.
12. The County hereby agrees to separately account for the user fees received and utilize such monies solely for equipment replacement, enhancements, or the purchase of additional equipment needed for the DTRS. Any proposed expenditure is subject to the review and recommendation of the Arapahoe County Sheriff's Office and approval of the Board of County Commissioners.
13. To the extent allowed by law the Subscriber shall indemnify and hold harmless the County and its elected and appointed officials, officers, employees and agents from and against any and all losses, damages, liabilities, claims, suits, actions or awards, including costs, expenses and attorney's fees, incurred or occasioned as a result of the acts or omissions of the Subscriber, or its principals, employees, agents or subcontractors arising out of or in any way connected with the performance of services under this Agreement. The Subscriber's obligation to indemnify pursuant to this paragraph, and to provide any extended insurance coverage where applicable, shall survive the completion of the scope of services and shall survive the termination of this Agreement.
14. Either party may terminate its participation in the DTRS upon at least one-year's written notice to the other party. In the event of Subscriber's termination of this Agreement under this paragraph, Subscriber shall not be entitled to any distribution from the DTRSD account. In the event of the County's termination of this Agreement as to all user(s), the County shall negotiate with the other user(s) for the purchase of its portion of the DTRS by the other user(s) and for the assignment or transfer of any license, permits, leases and/or related agreements associated with the DTRS. Pursuant to any purchase agreement, the County will transfer the balance of DTRSD account to the purchaser. In the event of mutual termination by all user(s) of the County's portion of the DTRS, the balance of the DTRSD account will be distributed on a pro-rata basis to all users based upon each user's historical contribution to the DTRSD account. Subscribers do not have a vested interest in the DTRSD account.
15. Failure to timely pay the annual operation and maintenance fee, as set forth in paragraph 2, by Subscriber shall be deemed a default of this Agreement and grounds for termination thereof. In such instance, the County may terminate this Agreement upon sixty (60) days' prior written notice to Subscriber and upon the expiration of such sixty days' written notice, the County may eliminate the transmission capability of the Subscriber.

**INTERGOVERNMENTAL AGREEMENT REGARDING SHARED USE OF ARAPAHOE
COUNTY'S RADIO COMMUNICATIONS NETWORK SYSTEM
[And Consolidated Communications Network of Colorado (CCNC)]**

Subscriber shall not be entitled to any distribution from the DTRSD account.

16. Notices to be provided under the Agreement shall be given in writing either by hand delivery, or deposited in the United States Mail, with sufficient postage, to the following:

COUNTY:

Arapahoe County Sheriff's Office
13101 E. Broncos Parkway
Centennial, CO 80112-4558

SUBSCRIBER:

Police Chief
2460 E. Quincy Ave.
Cherry Hills Village, CO 80113

17. This Agreement constitutes the entire understanding between the parties and shall supersede all prior negotiations, representations, or agreements whether written or oral.
18. This Agreement may not be modified or amended unless mutually agreed upon, in writing, by the parties hereto. Unless otherwise agreed in writing, the Agreement and the interpretation thereof shall be governed by the laws of the State of Colorado.
19. Nothing herein shall be construed or deemed as a waiver of any and all rights and immunities of any Party, officer or employee under the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*
20. The Parties understand and acknowledge that the Subscriber is subject to Article X, § 20 of the Colorado Constitution ("TABOR"). The Parties do not intend to violate the terms and requirements of TABOR by the execution of this Agreement. It is understood and agreed that this Agreement does not create a multi-fiscal year direct or indirect debt or obligation within the meaning of TABOR and, therefore, notwithstanding anything in this Agreement to the contrary, all payment obligations of the Subscriber are expressly dependent and conditioned upon the continuing availability of funds beyond the term of the Subscriber's current fiscal period ending upon the next succeeding December 31. Financial obligations of the Subscriber payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in accordance with the rules, regulations, and resolutions of the Subscriber, and other applicable law. Upon the failure to appropriate such funds, this Agreement shall be terminated.

ATTEST:
City Clerk

CHERRY HILLS VILLAGE

Laura Christman, Mayor

Date: _____

**INTERGOVERNMENTAL AGREEMENT REGARDING SHARED USE OF ARAPAHOE
COUNTY'S RADIO COMMUNICATIONS NETWORK SYSTEM
[And Consolidated Communications Network of Colorado (CCNC)]**

ATTEST:
Clerk to the Board

Date: _____

ARAPAHOE COUNTY, CO

Chairman,
Board of Commissioners

**CHERRY HILLS VILLAGE
COLORADO**

2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
www.cherryhillsvillage.com

Village Center
Telephone 303-789-2541
FAX 303-761-9386

ITEM: 9e

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF THE CITY COUNCIL

FROM: MICHELLE TOVREA, CHIEF OF POLICE

SUBJECT: RESOLUTION 17, SERIES 2016; A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH ARAPAHOE COUNTY FOR DISPATCH SERVICES IN 2017

DATE: NOVEMBER 15, 2016

ISSUE

Should the City Council approve Resolution 17, Series 2016, approving an Intergovernmental Agreement with Arapahoe County for dispatch services in 2017?

DISCUSSION

Arapahoe County has provided dispatch services for the City for decades and has done so by Intergovernmental Agreement since 2010. The Agreement is renewed each year and the cost has not changed since 2015. City Attorney Michow had several suggested changes to the Agreement for 2017 and worked with Arapahoe County resulting in the proposed Agreement attached to Resolution 17, Series 2016 (Exhibit A).

BUDGET IMPACT STATEMENT

The proposed 2017 budget includes \$92,000 for dispatch services through Arapahoe County.

RECOMMENDATION

Staff recommends approval of Resolution 17, Series 2016, approving an Intergovernmental Agreement with Arapahoe County for dispatch services in 2017.

RECOMMENDED MOTION

“I move to approve Resolution 17, Series 2016, approving an intergovernmental agreement with Arapahoe County for dispatch services in 2017.”

ATTACHMENT

Exhibit A – Resolution 17, Series 2016 with attached Intergovernmental Agreement

RESOLUTION NO. 17
SERIES 2016

INTRODUCED BY:
SECONDED BY:

**A
RESOLUTION
OF THE CITY COUNCIL
OF THE CITY OF CHERRY HILLS VILLAGE
APPROVING AN INTERGOVERNMENTAL AGREEMENT
WITH ARAPAHOE COUNTY FOR DISPATCH SERVICES IN 2017**

WHEREAS, C.R.S. Section 30-11-410, as amended, authorizes the governing body of a municipality and the board of county commissioners to contract for the purpose of providing law enforcement services by the Sheriff within the boundaries of the municipality; and

WHEREAS, C.R.S. Section 29-1-203 further authorizes governments to cooperate or contract with one another to provide any function, service, or facility; and

WHEREAS, Section 13.6 of the Cherry Hills Village Home Rule Charter authorizes the City Council, by resolution or by ordinance, to enter into contracts or agreements with other governmental units for receiving services; and

WHEREAS, Arapahoe County ("the County") has provided public safety communications dispatch services ("Dispatch Services") through the Arapahoe County Sheriff's Office to the City for decades and has done so by intergovernmental agreement since 2010; and

WHEREAS, the City has requested that the County continue to provide Dispatch Services to the City for 2017; and

WHEREAS, the City and the County agree that such intergovernmental cooperation creates efficiencies in operation, resources and cost, and thus furthers the public health, safety and welfare of the residents of the City and County; and

WHEREAS, the City and County desire to enter into the attached Agreement for Dispatch Services ("Agreement") in accordance with the terms and conditions set forth therein.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Cherry Hills Village, Colorado that:

Section 1. The City Council hereby approves the attached Agreement for Dispatch Services between the City of Cherry Hills Village and the Board of County Commissioners of the County of Arapahoe in the not to exceed amount of Ninety One Thousand and Six Hundred Sixty Four Dollars (\$91,664.00), and authorizes the Mayor to execute said Agreement.

Section 2. This Resolution shall be effective immediately.

Introduced, passed and adopted at the
regular meeting of City Council this __ day
of _____, 2016, by a vote of _ yes _ no.

(SEAL)

Laura Christman, Mayor

ATTEST:

APPROVED AS TO FORM:

Laura Smith, City Clerk

Linda C. Michow, City Attorney

**ATTACHMENT TO RESOLUTION 16, SERIES 2016
AGREEMENT FOR DISPATCH SERVICES**

AGREEMENT FOR DISPATCH SERVICES

THIS AGREEMENT is made and entered into by and between the CITY OF CHERRY HILLS VILLAGE, a municipal corporation of the State of Colorado, hereinafter referred to as "City" and THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF ARAPAHOE, hereinafter referred to as "County," on behalf of the Arapahoe County Sheriff.

WITNESSETH:

WHEREAS, Section 30-11-410, C.R.S. as amended, authorizes the County to contract with a municipality for the purpose of providing law enforcement services by the Sheriff within the boundaries of the municipality; and

WHEREAS, Section 29-1-203 authorized the City and County to enter into agreements for the provision of services within each other's jurisdiction; and

WHEREAS, the County, in the interest of the health, safety and welfare of the residents of the City, deems it advisable to enter into this Agreement for Dispatch Services ("Agreement"); and

WHEREAS, the County has decided to execute any future agreements on a fiscal year basis.

NOW, THEREFORE, in consideration of the foregoing, it is agreed as follows:

1. The Arapahoe County Sheriff's Office ("Sheriff") shall provide Dispatch Services within the boundaries of the City.
2. The Dispatch Services to be provided by the Sheriff within the boundaries of the City shall be similar to the Dispatch Services provided in other unincorporated and incorporated areas of the County of Arapahoe. For purposes of this Agreement, Dispatch Services shall mean receiving calls for service and dispatching them to appropriate Cherry Hills Village law enforcement personnel, and entering information into the Colorado Crime Information Center (CCIC) to include, but not be limited to, missing persons, stolen and recovered automobiles, and vehicle impound information.
3. The term of the Agreement shall commence as of January 1, 2017 and shall end as of December 31, 2017.
4. For the Dispatch Services provided under this Agreement, the City shall pay to the County \$91,664.00, which is the cost for performing Dispatch Services for the City for the term of this Agreement. Payment of said \$91,664.00 shall be made to the County upon execution of this Agreement by the City.

5. The Dispatch Services provided pursuant to this Agreement shall be performed by the communications personnel of the Sheriff. The Sheriff's staff shall be responsible for maintaining all records relating to the services performed. The Sheriff shall be considered the "custodian of record" regarding any audio recording of radio or telephone conversations that is recorded by the County that pertains to the City within the City's jurisdiction. The Sheriff shall provide an electronic copy of audio recordings of any radio or telephone conversations, pertaining to the electronic copy of audio recordings of any radio or telephone conversations, pertaining to the City, within 21 business days of any City written request, at no additional cost to the City, and shall notify the City within three (3) business days of any open records request it receives regarding audio recordings pertaining to the City.
6. The County is, and shall at all times be deemed to be, an independent contractor. Nothing in this Agreement shall be construed as creating the relationship of employer or employee between the City and the County or any of the County's agents or employees. To the extent this Agreement creates a principal-agent relationship between the County and the City, such relationship confers on the County and its employees the authority to act on the City's behalf only as to matters covered by this Agreement. The County shall retain all authority for rendition of the services covered by this Agreement, including standards of performance, control of personnel (including discipline), and other matters incidental to the performance of the services by the County. Nothing in this Agreement shall make any employee of the City a County employee or any employee of the County a City employee for any purpose, including, but not limited to, withholding of taxes, payment of benefits, worker's compensation, or any other rights or privileges accorded County or City employees by virtue of their employment.
7. Nothing in this Agreement shall be construed as a waiver by either party of the protections afforded them pursuant to the Colorado Governmental Immunity Act, Sections 24-10-101, *et seq.*, C.R.S. ("CGIA") as same may be amended from time to time. Specifically, neither party waives the monetary limitations or any other rights, immunities or protections afforded by the CGIA or otherwise available at law.
8. The County does not intend by the Agreement to assume any contractual obligations to anyone other than the City, and the City does not intend by the Agreement to assume any contractual obligation to anyone other than the County. The County and City do not intend that there be any third-party beneficiary to this Agreement.

9. Any assignment, transfer or subcontracting of this Agreement is prohibited, unless written consent is obtained from the other party in writing.
10. This Agreement may not be modified, amended or otherwise altered unless mutually agreed upon in writing by the parties hereto.
11. The City is not responsible for Worker's Compensation claims of Sheriff's employees working under this Agreement.
12. The City further agrees to carry Workers Compensation coverage for the City employees as required by Colorado law.
13. Either party may terminate this Agreement, with or without good cause shown, upon 120 days written notice to the other party prior to termination. In the event of termination by the County, no damages, liquidated or otherwise, shall inure to the benefit of the County; however, the County will refund a pro-rated portion of the fee paid pursuant to paragraph 4 above.
14. Unless otherwise agreed in writing, this Agreement and the interpretation thereof shall be governed by the laws of the State of Colorado.
15. Notices to be provided under this Agreement shall be given in writing either by hand delivery, or deposited in the United States mail, with sufficient postage, to the following persons:

Arapahoe County Office
 Of the County Attorney
 5334 South Prince Street
 Littleton, Colorado 80120-1136

City Clerk
 City of Cherry Hills Village
 2450 East Quincy Avenue
 Cherry Hills Village, CO 80113

Arapahoe County Sheriff
 Arapahoe County Sheriff's Office
 13101 East Broncos Parkway
 Centennial, Colorado 80112

Chief of Police
 City of Cherry Hills Village
 2450 East Quincy Avenue
 Cherry Hills Village, CO 80113

16. This Agreement may be executed in counterparts.

EXECUTED this _____ day of _____,

ATTEST:

CITY OF CHERRY HILLS VILLAGE

City Clerk

Mayor

Approved as to form:

City Attorney

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF ARAPAHOE

Chair

ARAPAHOE COUNTY SHERIFF

David C. Walcher, Sheriff

CHERRY HILLS VILLAGE
COLORADO

2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
www.cherryhillsvillage.com

Village Center
Telephone 303-789-2541
FAX 303-761-9386

ITEM: 10d(i)

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF THE CITY COUNCIL

FROM: RACHEL HODGSON, COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: COMMUNITY DEVELOPMENT DEPARTMENT MONTH END REPORT FOR OCTOBER 2016

DATE: NOVEMBER 15, 2016

BUILDING PERMITS SUMMARY:

	<i>October 2016</i>	<i>YTD 2016</i>	<i>YTD 2015</i>	<i>YTD % Change</i>
Total Permits	103	762	780	-2%
Total Revenue	\$69,313.03	\$846,711	\$704,861	20%
New Home Permits	1	13	12	8%
New Home Revenue	\$20,214	\$376,907	\$354,229	6%
Remodel/Addition Permits	8	107	97	10%
Remodel/Addition Revenue	\$26,676	\$286,660	\$144,049	99%

PLANNING AND ZONING COMMISSION:

- October 11, 2016 Regular Meeting: The regular meeting was cancelled due to a lack of quorum. Commissioners participated in a study session.

BOARD OF ADJUSTMENT AND APPEALS:

- October 6, 2016 Regular Meeting: The meeting was cancelled due to a lack of agenda items.

ATTACHMENTS:

Exhibit A: Planning Project Activity List
Exhibit B: Year-to-Date Permit Activity Graphs
Exhibit C: Permit Summary Table
Exhibit D: Issued Permit Report

Planning Project Activity List Community Development Department

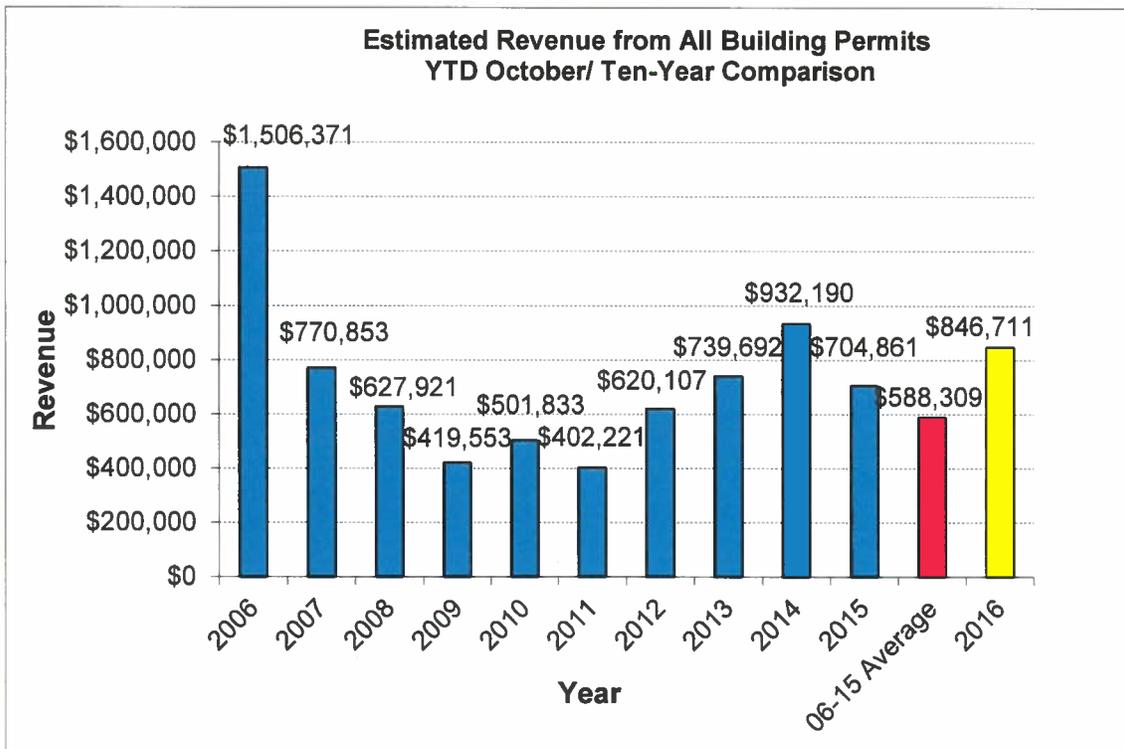
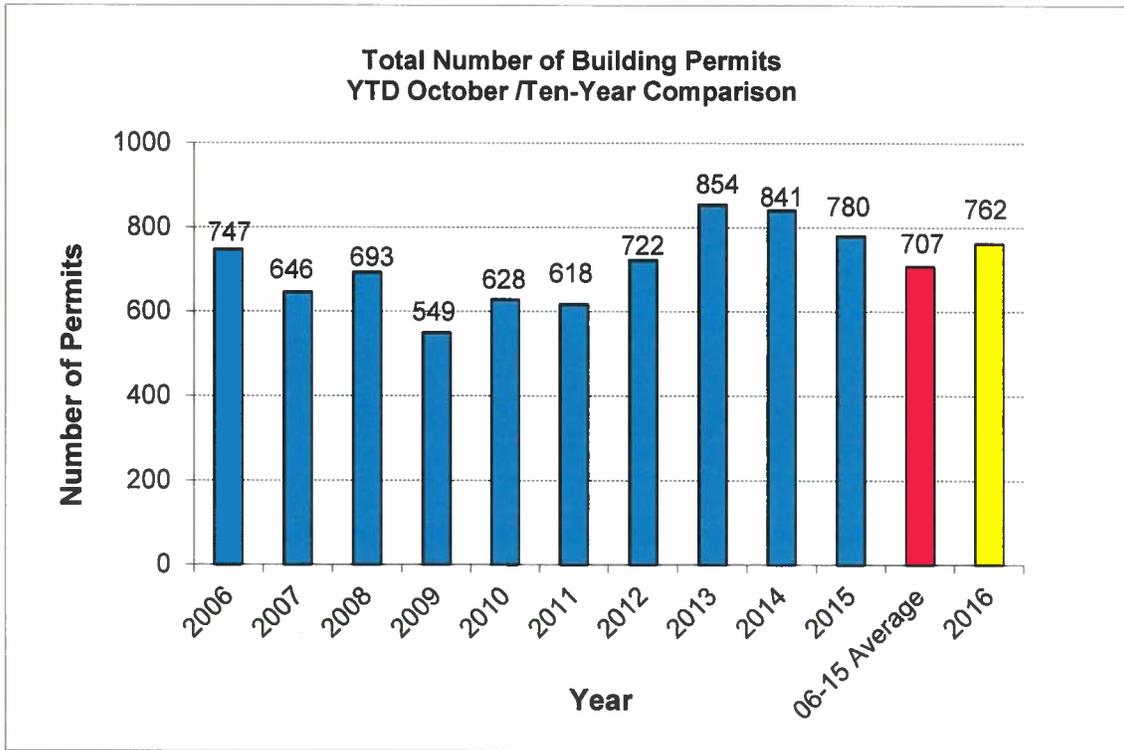
Report Date: November 15, 2016

City Council and Planning and Zoning Commission Members are advised to avoid discussing quasi-judicial land use matters with any person outside of the public hearing process. The restriction on discussion of quasi-judicial matters is generally considered to take effect when a formal application has been filed with the City. The following list includes only those matters for which the City has received a formal application. City Council and Planning and Zoning Commission Members are nevertheless advised to use caution in discussing any land use matter that may become quasi-judicial, even before the filing of a formal application.

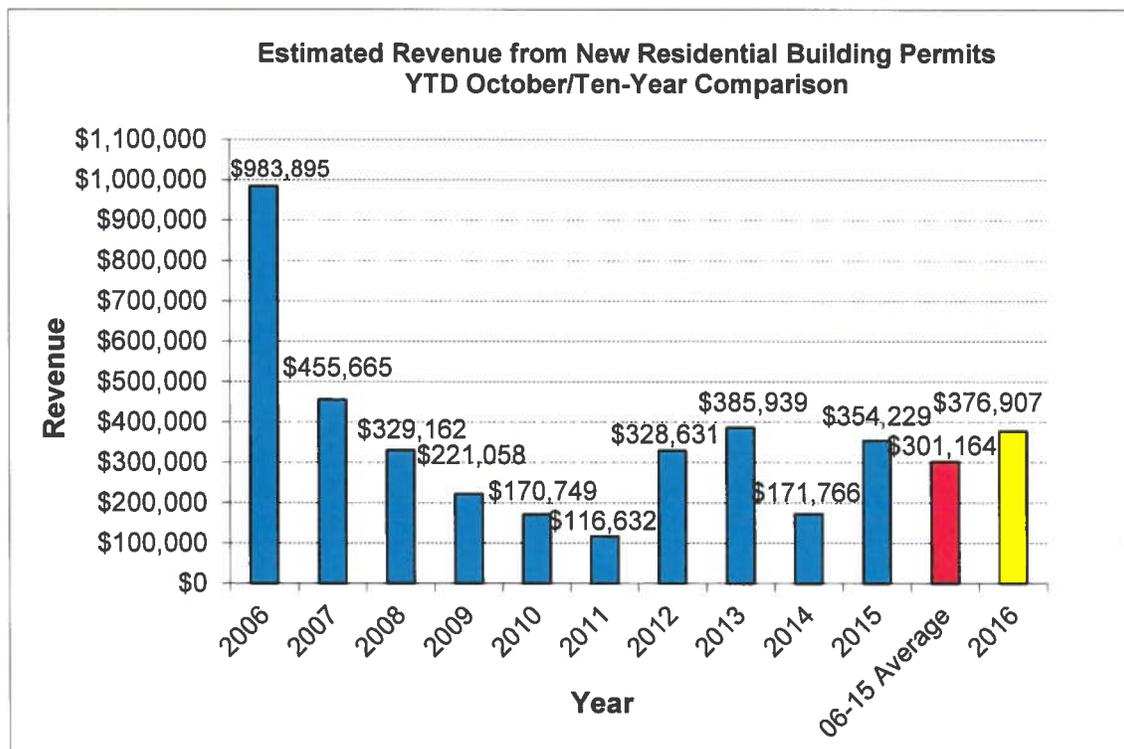
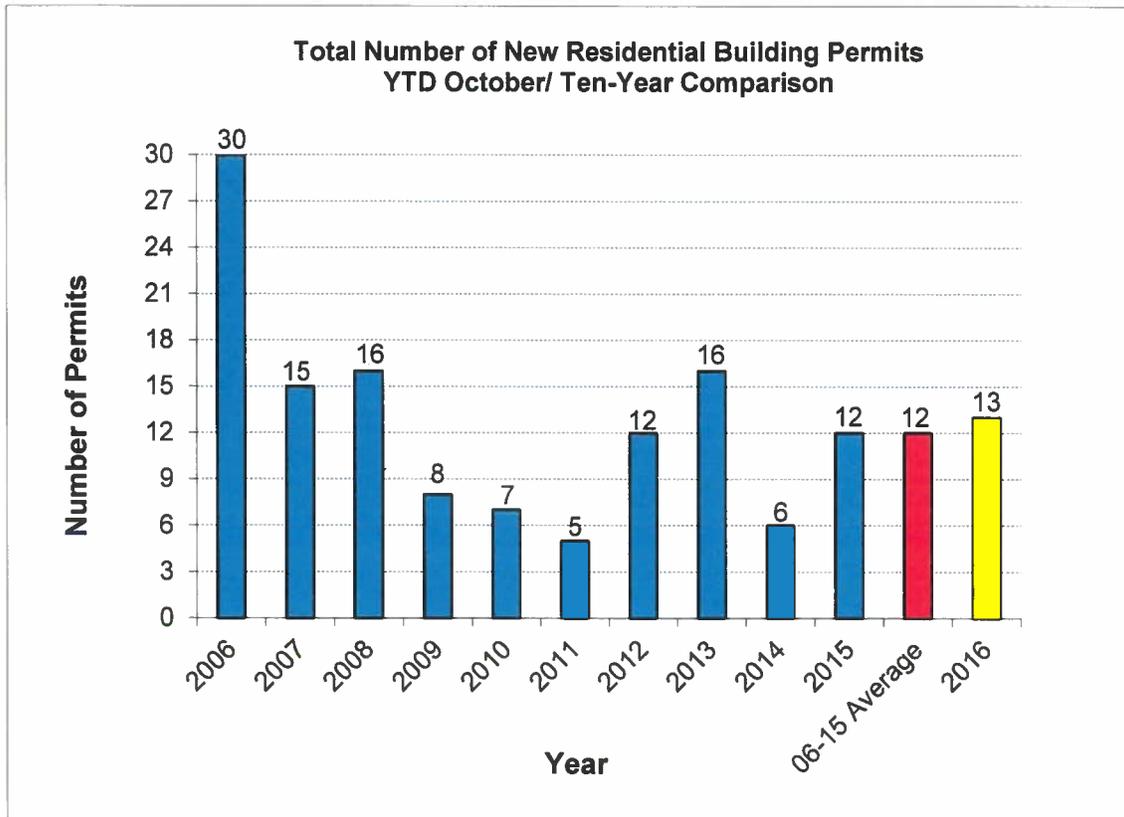
Quasi-Judicial Cases					
<i>Applicant</i>	<i>Address</i>	<i>Description</i>	<i>PTRC Review</i>	<i>P&Z Review</i>	<i>Council Review</i>
Kent Denver	4000 E. Quincy Avenue	Expanded Use Permit to construct a new Middle School to serve grades six, seven, and eight	n/a	Preliminary Application Review 12/13/16	Pending
Lorberbaum Family Perpetual Asset Shield Trust for Suzanne Helen	1530 E Oxford Avenue	Floodplain Development Permit	n/a	12/13/16	Pending
Maven Properties, LLC	2 Tenaya Ln/5050 Quincy Ave	Minor Subdivision Amendment, Cantitoe – Vacation and Relocation of Trail Easement	Pending	Pending	Pending
Glenmoor Country Club/HOA	110 Glenmoor Dr	Amendment to Subdivision Agreement Prohibition on Water Wells	n/a	Pending	Pending
MMW AIA PLLC	1550 E Oxford Ln/4180 S Humboldt St	Minor Lot Adjustment/Non-Conforming Lot Variance	n/a	11/08/16	
Non Quasi-Judicial Cases and Ordinance Amendments					
<i>Applicant</i>	<i>Address</i>	<i>Description</i>	<i>PTRC Review</i>	<i>P&Z Review</i>	<i>Council Review</i>
Bulk Plane/FAR Study Group Initiated	n/a	Amendment to Bulk Plane Measurement Method for Larger Lots	n/a	03/08/16 04/12/16	Pending
Board of Adjustment and Appeals Cases					
<i>Applicant</i>	<i>Address</i>	<i>Description</i>	<i>BOAA Review</i>		

**TOTAL PERMITS
YTD THROUGH OCTOBER
10 YEAR COMPARISON**

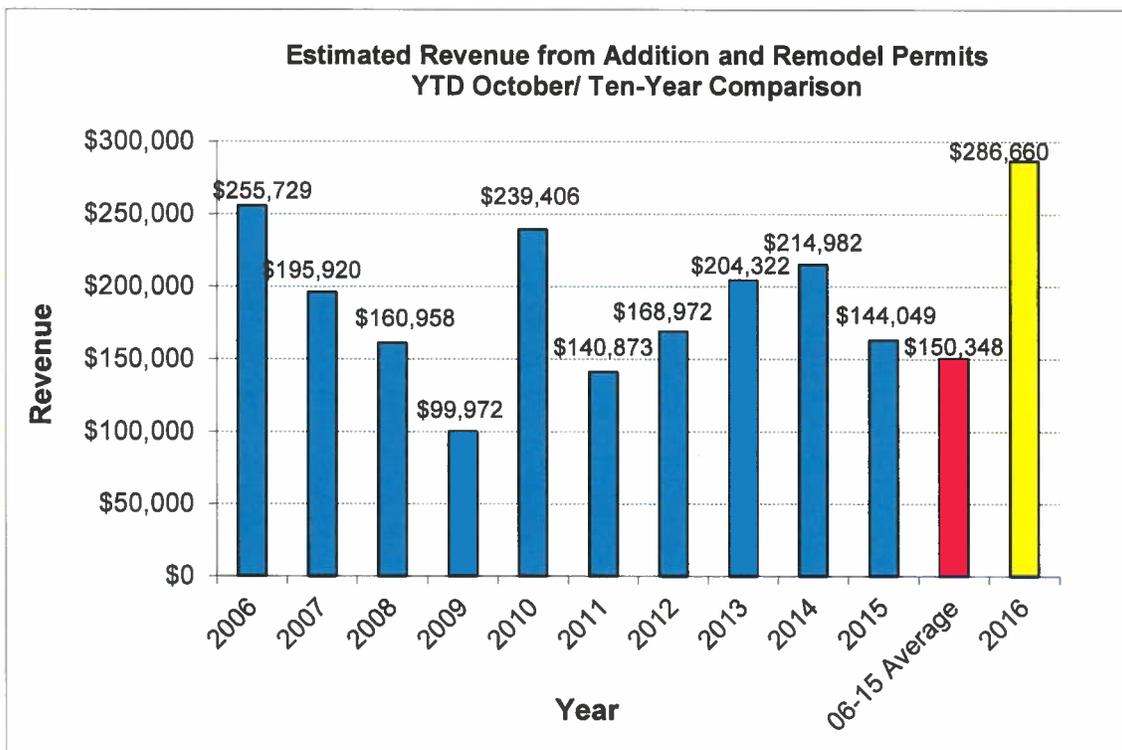
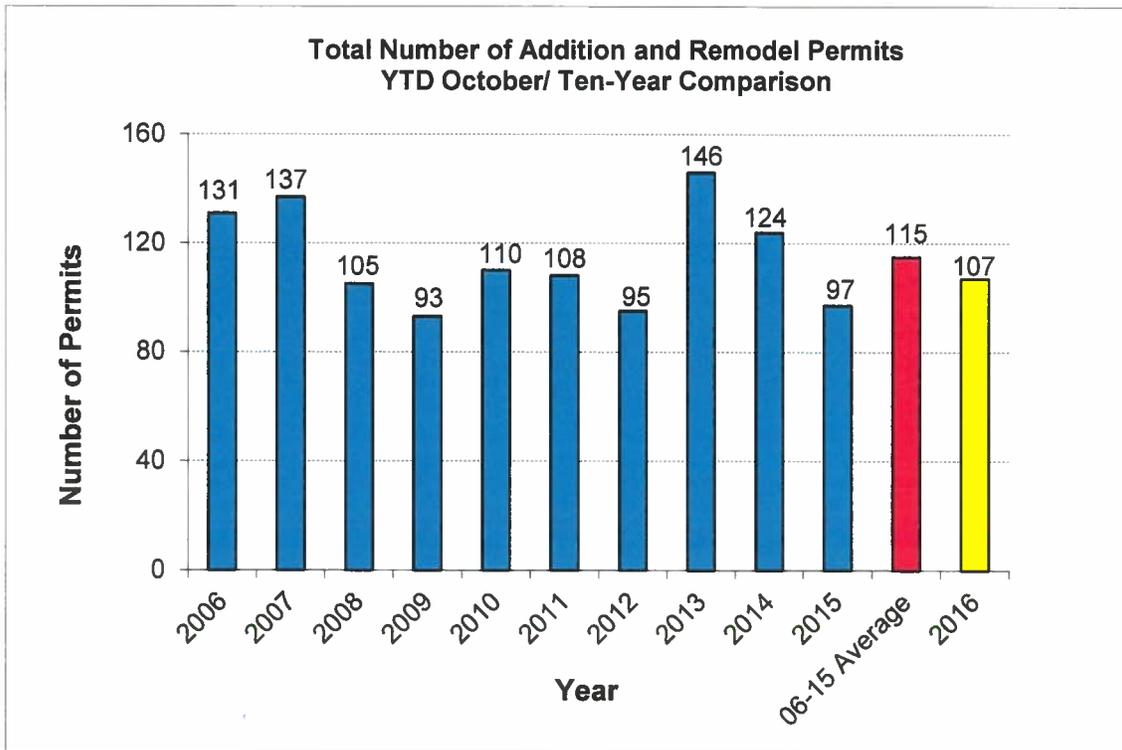
EXHIBIT B



NEW RESIDENCES YTD THROUGH OCTOBER 10 YEAR COMPARISON



ADDITIONS & REMODELS YTD THROUGH OCTOBER 10 YEAR COMPARISON



**CITY OF CHERRY HILLS VILLAGE BUILDING DEPARTMENT
MONTHLY REPORT FOR
OCTOBER 1-31, 2016**

	2016 YTD	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
I Residences													
Number Issued	13	0	2	4	2	2	0	0	1	1	1		
Project Valuation	\$22,003,615.00	\$0.00	\$1,575,000.00	\$7,500,000.00	\$3,738,615.00	\$4,440,000.00	\$0.00	\$0.00	\$1,200,000.00	\$2,800,000.00	\$750,000.00		
Bldg. Permits	\$220,036.15	\$0.00	\$15,750.00	\$75,000.00	\$37,386.15	\$44,400.00	\$0.00	\$0.00	\$12,000.00	\$28,000.00	\$7,500.00		
Reinspection/Investigation Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Plan Check Fee	\$38,550.00	\$0.00	\$3,600.00	\$15,675.00	\$5,025.00	\$5,700.00	\$0.00	\$0.00	\$2,737.50	\$3,450.00	\$2,362.50		
Service Exp. Fee	\$118,320.60	\$0.00	\$11,516.30	\$43,099.10	\$19,695.50	\$14,366.30	\$0.00	\$0.00	\$9,794.40	\$9,497.80	\$10,351.20		
II Additions & Remodels/Alterations													
Number Issued	107	10	10	11	19	9	8	10	14	8	8		
Project Valuation	\$21,338,711.17	\$930,445.00	\$1,212,560.00	\$1,050,500.00	\$2,404,958.00	\$807,000.00	\$3,341,109.00	\$2,591,150.00	\$5,333,044.00	\$1,472,925.17	\$2,195,020.00		
Bldg. Permits	\$213,242.11	\$9,304.45	\$12,125.60	\$10,505.00	\$23,904.58	\$8,070.00	\$33,411.09	\$25,911.50	\$53,330.44	\$14,729.25	\$21,950.20		
Reinspection/Investigation Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Plan Check Fee	\$41,175.00	\$3,900.00	\$3,300.00	\$3,000.00	\$7,350.00	\$3,000.00	\$3,300.00	\$5,062.50	\$6,262.50	\$3,300.00	\$2,700.00		
Service Exp. Fee	\$32,243.60	\$327.00	\$322.20	\$0.00	\$7,074.20	\$426.30	\$2,366.00	\$5,626.90	\$10,493.30	\$3,982.00	\$1,625.70		
III Accessory & Recreational													
Number Issued	49	4	5	3	9	5	4	0	9	8	2		
Project Valuation	\$2,854,564.81	\$151,735.00	\$186,700.00	\$590,385.00	\$735,063.00	\$146,000.00	\$131,866.81	\$0.00	\$363,840.00	\$500,230.00	\$48,745.00		
Bldg. Permits	\$28,565.65	\$1,517.35	\$1,877.00	\$5,903.85	\$7,350.63	\$1,460.00	\$1,328.67	\$0.00	\$3,638.40	\$5,002.30	\$487.45		
Reinspection/Investigation Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Plan Check Fee	\$14,925.00	\$1,200.00	\$1,500.00	\$900.00	\$3,000.00	\$1,500.00	\$1,200.00	\$0.00	\$2,400.00	\$2,625.00	\$600.00		
Service Exp. Fee	\$6,177.60	\$232.80	\$345.60	\$850.80	\$2,555.20	\$0.00	\$480.00	\$0.00	\$299.20	\$1,414.00	\$0.00		
IV Other Bldgs, Structures, & Misc.													
Number Issued	415	22	22	31	41	34	31	38	56	64	76		
Project Valuation	\$8,793,494.93	\$230,122.42	\$513,746.00	\$887,111.61	\$748,216.00	\$724,893.10	\$496,012.52	\$671,035.54	\$1,142,144.94	\$1,626,215.24	\$1,754,197.56		
Bldg. Permits	\$87,311.30	\$2,122.72	\$4,921.46	\$8,961.77	\$7,512.66	\$7,226.94	\$5,010.12	\$6,422.37	\$11,373.25	\$16,150.03	\$17,609.98		
Reinspection/Investigation Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Plan Check Fee	\$12,430.93	\$600.00	\$300.00	\$1,650.00	\$2,252.94	\$1,200.00	\$900.00	\$1,504.70	\$1,848.29	\$975.00	\$1,200.00		
Service Exp. Fee	\$356.70	\$0.00	\$0.00	\$134.40	\$93.60	\$0.00	\$0.00	\$128.70	\$0.00	\$0.00	\$0.00		
V Electrical													
Number Issued	178	16	14	21	25	18	12	15	25	16	16		
Project Valuation	\$1,603,533.00	\$83,150.00	\$132,135.00	\$196,030.00	\$357,435.00	\$117,828.00	\$88,950.00	\$139,068.00	\$222,242.00	\$144,050.00	\$122,645.00		
Reinspection/Investigation Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Bldg. Permits	\$31,351.55	\$1,955.45	\$2,507.95	\$3,900.60	\$5,883.20	\$2,827.50	\$2,035.50	\$2,035.50	\$3,797.35	\$3,482.50	\$2,926.00		
Plan Check Fee	\$2,025.00	\$0.00	\$525.00	\$900.00	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00		
VI Totals													
Number Issued	762	52	53	70	96	68	55	63	105	97	103		
Project Valuation	\$56,593,918.91	\$1,395,452.42	\$3,620,141.00	\$10,224,026.61	\$7,964,287.00	\$6,235,521.10	\$4,057,938.33	\$3,401,253.54	\$8,261,270.84	\$6,543,420.41	\$4,870,607.56		
Bldg. Permits	\$580,506.76	\$14,899.97	\$37,182.01	\$104,271.22	\$82,037.22	\$63,984.44	\$41,785.38	\$34,369.37	\$84,139.44	\$67,364.08	\$50,473.63		
Reinspection/Investigation Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Plan Check Fee	\$109,105.93	\$5,700.00	\$9,225.00	\$22,125.00	\$17,927.94	\$11,400.00	\$5,400.00	\$6,867.20	\$13,248.29	\$10,350.00	\$6,862.50		
Service Exp. Fee	\$157,098.50	\$559.80	\$12,184.10	\$44,084.30	\$29,418.50	\$14,792.60	\$2,846.00	\$5,755.60	\$20,586.90	\$14,893.80	\$11,976.90		

Permit Listing - Monthly Report
Permits Issued

Grouped By: Permit Type (Asc)
Sorted By: Work Start (Asc)
Parameters: Date Issued Is between 10/1/2016 and 10/31/2016

Cherry Hills Village, CO
2450 E. Quincy Avenue
Phone : (303) 789-2541
Fax : (303) 761-9386

Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
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Accessory Structure

77554 1729 Accessory Structure 9/21/16 10/4/16	6345 E TUFTS AVE ENGLEWOOD, CO 80111-1164	R-4	TOPALIAN, STEVE / 310-505-9617 TOPALIAN, STEVE / 310-505-9617 PHASE ONE LANDSCAPES / 720-313-1690	40,000 / 750.00 10/4/16 / 4/5/18 Active
Description of Work: PATIO AND FIREPIT				
77570 1726 Accessory Structure 9/27/16 10/6/16	6344 E STANFORD AVE ENGLEWOOD, CO 80111-1161	R-4	48 CHARLOU CIR / WEAVER, KYLE / DESIGNS BY SUNDOWN / 303-435-2965	8,745 / 398.38 10/6/16 / 4/7/18 Complete
Description of Work: PAVER PATIO AND FIRE PIT				

Total Permits Issued (Accessory Structure) : 2 Total Cost: 48,745.00 Total Fees: 1,148.38

EXHIBIT D

Permit Listing - Monthly Report

Permits Issued

Cherry Hills Village, CO

2450 E. Quincy Avenue

Phone : (303) 789-2541

Fax : (303) 761-9386

Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
Building Permit - Other				
77592 1628 Building Permit - Other 10/4/16	4070 S HOLLY ST ENGLEWOOD, CO 80111-1015	R-4	PRITCHEIT, GENIE & BALLARD / PRITCHEIT, GENIE & BALLARD / ED HOLDCROFT / 970-768-7236	4,200 / 47.25 10/4/16 / 4/5/18 Complete
Description of Work: SEWER SERVICE REPAIR				
77599 184 Building Permit - Other 10/5/16	4700 S DOWNING ST ENGLEWOOD, CO 80113-5900	R-3 Chry Hls Farm Flng 1	HILL, JAMES & ALEXANDRA / 720-810-5954 HILL, JAMES & ALEXANDRA / 720-810-5954 APPLEWOOD PLUMBING & HEATING CO / 3 Active	6,360 / 71.55 10/5/16 / 4/5/18 Active
Description of Work: REPLACE FURNACE WITH 80% 60K BTU UNIT WITH BASIC ELECTRICAL HOOKUP				
77614 445 Building Permit - Other 10/10/16	26 CHERRY HILLS FARM DR ENGLEWOOD, CO 80113-7165	R-3 Council District 1 Chry Hls Farm Flng 4	MOODY, KAREN A / MOODY, KAREN A / RENEWAL BY ANDERSEN / 303-945-1519	30,453 / 342.60 10/10/16 / 4/1/18 Active
Description of Work: 6 WINDOWS AND 1 DOOR. U FACTOR .30 OR BETTER.				
77583 695 Building Permit - Other 10/3/16	4125 S UNIVERSITY BLVD ENGLEWOOD, CO 80113-4904	O-1 Council District 2 Camenish Gardens	CHERRY HILLS COUNTRY CLUB / 303-350-5 CHERRY HILLS COUNTRY CLUB / 303-350-5 WHITE LIGHTING GROUP / 720-290-4373	30,000 / 637.50 10/1/16 / 4/12/18 Active
Description of Work: INSTALL CONCRETE POLE BASE CAISSONS.				
77621 1818 Building Permit - Other 10/12/16	5051 S BIRCH ST LITTLETON, CO 80121-2009	R-2 Council District 3 East Bellevue	MANSHADI, DAVOOD / 720-470-4291 MANSHADI, DAVOOD / 720-470-4291 DAVOOD MANSHADI / 720-470-4291	1,000 / 20.00 10/12/16 / 4/13/18 Active
Description of Work: WINDOW AND SLIDING DOOR REPLACEMENT				
77625 1737 Building Permit - Other 10/13/16	6342 E RADCLIFF AVE ENGLEWOOD, CO 80111-1159	R-4	ZUFLACHT, MICHAEL D. / 303-394-2054 ZUFLACHT, MICHAEL D. / 303-394-2054 PELLA WINDOWS & DOORS / 303-253-0150	26,372 / 296.69 10/13/16 / 4/14/18 Active
Description of Work: REPLACING 7 WINDOWS LIKE FOR LIKE SIZE FOR SIZE U FACTOR .29				
77626 286 Building Permit - Other 10/13/16	1620 E LAYTON DR ENGLEWOOD, CO 80113-7000	R-1	MOLLER, GEORGE D & NIKKI C / MOLLER, GEORGE D & NIKKI C / PELLA WINDOWS & DOORS / 303-253-0150	56,852 / 639.59 10/13/16 / 4/14/18 Active
Description of Work: REPLACING 18 WINDOWS SIZE FOR SIZE LIKE FOR LIKE				
77638 1379 Building Permit - Other 10/18/16	3910 S CLARKSON ST ENGLEWOOD, CO 80113-4814	R-3 Chry Hls East 1st Flng	COLORADO HOLDINGS / 719-491-2347 COLORADO HOLDINGS / 719-491-2347 AFORDAROOTER / 720-296-7972	2,200 / 24.75 10/18/16 / 4/19/18 Complete
Description of Work: SEWER REPAIR IN YARD				

Permit Listing - Monthly Report

Permits Issued

Cherry Hills Village, CO

2450 E. Quincy Avenue

Phone : (303) 789-2541

Fax : (303) 761-9386

Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
77639 1245 Building Permit - Other 10/18/16	4235 S BELLAIRE CIR ENGLEWOOD, CO 80113-5030	R-4	CUDAHY, EDWARD & SUSAN / CUDAHY, EDWARD & SUSAN / RENEWAL BY ANDERSEN / 303-945-1519	6,724 / 71.90 10/18/16 / 4/19/18 Active
Description of Work: REPLACING LIKE FOR LIKE ONE KITCHEN WINDOW AND ONE DOOR.				
77640 2187 Building Permit - Other 10/19/16	49 SUNSET DR ENGLEWOOD, CO 80113-4030	R-1 Council District 3	HANEMAN, ROBERT / 720-709-9246 HANEMAN, ROBERT / 720-709-9246 DONE SERVICE GROUP / 303-343-0032	5,000 / 56.25 10/19/16 / 4/20/18 Active
Description of Work: REMOVE AND REPLACE 2 75 GAL 75K BTU WATER HEATERS				
77627 432 Building Permit - Other 10/13/16	71 GLENMOOR DR ENGLEWOOD, CO 80113-7116	R-3	CHONG, JOSEPH M & CLARA N / CHONG, JOSEPH M & CLARA N / F.S.TAGLE DEV. CORP. / 303-517-7159	4,800 / 394.50 10/20/16 / 4/21/18 Active
Description of Work: REMODEL, PREPAIR 2 EXISTING DECKS, REPLACE DAMAGED MEMBERS, NEW COMPOSITE DECKING				
77662 442 Building Permit - Other 10/25/16	4550 S UNIVERSITY BLVD ENGLEWOOD, CO 80113-6021	R-3 Council District 1 Chryridge	TIMMERMAN, RONALD / TIMMERMAN, RONALD / MK HOMES LLC / 303-241-2513	1,000 / 20.00 10/25/16 / 4/26/18 Active
Description of Work: STUCCO MAILBOX				
77663 1714 Building Permit - Other 10/25/16	6356 E TUFTS AVE ENGLEWOOD, CO 80111-1163	R-4	ECKLOFF, WARREN & DIANE / 303-843-6115 ECKLOFF, WARREN & DIANE / 303-843-6115 PELLA WINDOWS & DOORS / 303-253-0150	25,518 / 287.08 10/25/16 / 4/11/18 Active
Description of Work: REPLACE 9 WINDOWS LIKE FOR LIKE, SIZE FOR SIZE, UFACTOR 0.28				
77669 361 Building Permit - Other 10/26/16	3236 CHERRYRIDGE RD ENGLEWOOD, CO 80113-6010	R-3 Council District 1 Chryridge	GRIFFIN, MARK L & / GRIFFIN, MARK L & / GRIFFIN, MARK L & /	600 / 20.00 10/26/16 / 4/27/18 Active
Description of Work: BRICK COLUMN WITH MAILBOX				
77670 2173 Building Permit - Other 10/26/16	16 COVINGTON DR ENGLEWOOD, CO 80113-4145	R-3A Council District 6 Highline Mdws in Chry Hls	LAWRENCE, WILLIAM L & / LAWRENCE, WILLIAM L & / APPLEWOOD PLUMBING & HEATING CO / 3	4,539 / 51.06 10/26/16 / 4/27/18 Active
Description of Work: REPLACE WATER HEATER WITH 50 GAL 40K BTU POWER UNIT				
77647 586 Building Permit - Other 10/20/16	41 GLENMOOR DR ENGLEWOOD, CO 80113-7116	R-3	MAY, JEFFREY S & KATHLEEN B / MAY, JEFFREY S & KATHLEEN B / C4 LIMITED / 303-885-6273	48,000 / 840.00 10/27/16 / 4/2/18 Active
Description of Work: INSTALL SNOWMELT SYSTEM BOILER WITH 2' GAS SUPPLY LINE				

Permit Listing - Monthly Report

Permits Issued

Cherry Hills Village, CO
 2450 E. Quincy Avenue
 Phone : (303) 789-2541
 Fax : (303) 761-9386

Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
77678 1537 Building Permit - Other 10/27/16 10/27/16	5910 S HAPPY CANYON DR ENGLEWOOD, CO 80111-1009	R-4 Highline Park	NONNENMACHER, ANTJE K / NONNENMACHER, ANTJE K / ACADEMY ROOFING INC / 303-360-0708	24,508 / 520.80 10/27/16 / 4/28/18 Active
Description of Work: REMOVE AND REPLACE 20 SKYLIGHTS. REPLACING PIPE JACKS AND ROOF VENTS.				
77679 1208 Building Permit - Other 10/27/16 10/27/16	3941 S DEXTER ST ENGLEWOOD, CO 80113-5147	R-5	WILDRICK, CRAIG D & SUSAN E / WILDRICK, CRAIG D & SUSAN E / PREMIER EXCAVATION SERVICES / 303-211-Complete	3,100 / 34.88 10/27/16 / 4/28/18
Description of Work: SEWER LINE REPLACEMENT IN YARD ONLY. INSTALLING DUAL SWEEP CLEANOUTS.				
77682 718 Building Permit - Other 10/31/16 10/31/16	4501 S MONROE LN ENGLEWOOD, CO 80113-6103	R-1 Chrymoor South	4501 S LLC / 4501 S LLC / BRANT ELECTRIC / 720-641-2189	200 / 50.00 10/31/16 / 4/30/18 Active
Description of Work: WIRE POOL AND SPA				
77684 1775 Building Permit - Other 10/31/16 10/31/16	5800 E STANFORD DR ENGLEWOOD, CO 80111-7211	R-1 Council District 5 Charlou Park Amnd	HOLMSEN, CHRISTIAN & / HOLMSEN, CHRISTIAN & / ANTHONY'S PLUMBING / 303-519-3975	2,500 / 28.13 10/31/16 / 5/2/18 Active
Description of Work: SEWER LINE SPOT REPAIR IN YARD ONLY UP TO 10' LONG				

Total Permits Issued (Building Permit - Other) : 20

Total Cost: 283,926.00

Total Fees: 4,454.53

Permit Listing - Monthly Report

Permits Issued

Cherry Hills Village, CO
 2450 E. Quincy Avenue
 Phone : (303) 789-2541
 Fax : (303) 761-9386

Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
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Demo

77596 694	9 VILLAGE RD ENGLEWOOD, CO 80113-4907	R-1 Council District 4	DORMAN, MARK AND MICHELLE / DORMAN, MARK AND MICHELLE / ALL DEMOLITION EXCAVATING COMPANY / Active	7,500 / 84.38 10/14/16 / 4/15/18
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Description of Work: TOTAL DEMOLITION OF HOUSE, GARAGE AND SWIMMING POOL.

Total Permits Issued (Demo) : 1

Total Cost: 7,500.00

Total Fees: 84.38

Permit Listing - Monthly Report

Permits Issued

Cherry Hills Village, CO
 2450 E. Quincy Avenue
 Phone : (303) 789-2541
 Fax : (303) 761-9386

Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
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Electrical

77586 2432 14 CHERRY HILLS PARK DR R-1 JVB PROPERTIES CHERRY HILLS / 303-704-850 / 55.00
 Electrical CHERRY HILLS VILLAGE, CO 80 Council District 2 JVB PROPERTIES CHERRY HILLS / 303-704 10/3/16 / 4/3/18
 10/3/16 10/3/16 Chry Hls Park I Brant Electric / 720-641-2189 Active

Description of Work: INSATLL OUTLETS AT GATE ON VACANT LOT

77591 1820 17 CARRIAGE LN R-2 MAY, JEFF / 2,000 / 55.00
 Electrical LITTLETON, CO 80121-2010 Council District 3 MAY, JEFF / 10/4/16 / 4/4/18
 10/4/16 10/4/16 Pheasant Ridge JNB ELECTRIC INC / 303-378-9094 Active

Description of Work: MASTER BATH REMODEL, ADD CANS IN KITCHEN, CHANGE OUT MISC DEVICES

77601 788 40 SEDGWICK DR R-2 AGOSTINE, DAVID / 303-619-7641 18,000 / 391.50
 Electrical ENGLEWOOD, CO 80113-4110 AGOSTINE, DAVID / 303-619-7641 10/6/16 / 4/7/18
 10/6/16 10/6/16 ADVANTAGE ELECTRIC INC / 303-430-1050 Active

Description of Work: ELECTRICAL FOR REMODEL

77602 110 33 VIKING DR R-3 HERTEL, RANDY & GWEN / 1,100 / 55.00
 Electrical ENGLEWOOD, CO 80113-7003 HERTEL, RANDY & GWEN / 10/6/16 / 4/7/18
 10/6/16 10/6/16 Chry Hls Farm Flng 4 VINTAGE ELECTRICAL SERVICES / Active

Description of Work: INSTALL 50 AMP FROM MAIN PANEL TO GARAGE FOR EV SYSTEM

77607 Mockingbird Ln HOA / 3,000 / 65.25
 Electrical ENGLEWOOD, CO 80113 Mockingbird Ln HOA / 10/7/16 / 4/8/18
 10/7/16 10/7/16 C AND R ELECTRICAL CONTRACTORS / 303 Active

Description of Work: GFCI RECEPTACLES AND MONUMENT SIGN LIGHTING

77584 695 4125 S UNIVERSITY BLVD O-1 CHERRY HILLS COUNTRY CLUB / 303-350-5 27,000 / 587.25
 Electrical ENGLEWOOD, CO 80113-4904 Council District 2 CHERRY HILLS COUNTRY CLUB / 303-350-5 10/11/16 / 4/12/18
 10/3/16 10/11/16 Camerish Gardens WHITE LIGHTING GROUP / 720-290-4373 Active

Description of Work: ELECTRICAL FOR NEW LIGHTING

77615 1582 5600 E OXFORD AVE R-4 BERNSTEIN, JOSH / 303-800-7625 19,000 / 413.25
 Electrical ENGLEWOOD, CO 80111-1023 BERNSTEIN, JOSH / 303-800-7625 10/11/16 / 4/11/18
 10/11/16 10/11/16 303-ELECTRIC LLC / 303-353-2874 Active

Description of Work: ELECTRIC FOR ADDITION AND NEW AMP CIRCUITS

77620 2348 5055 S HOLLY ST R-1 CONSIDINE, HOLLIS / 303-881-4562 5,600 / 130.50
 Electrical ENGLEWOOD, CO 80111-1149 CONSIDINE, HOLLIS / 303-881-4562 10/12/16 / 4/13/18
 10/12/16 10/12/16 Swastika Acres 2 BADGER ELECTRIC LLC / 303-549-4124 Active

Description of Work: ELECTRICAL FOR REMODEL

Permit Listing - Monthly Report

Permits Issued

Cherry Hills Village, CO
 2450 E. Quincy Avenue
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Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
77628 1454 Electrical 10/14/16	4450 S CLARKSON ST ENGLEWOOD, CO 80113-5905	R-3	DUKE, JAMES L & / DUKE, JAMES L & / SPECIALIZED ELECTRIC CO / 303-988-7997	1,500 / 55.00 10/14/16 / 4/15/18 Active
Description of Work: CIRCUIT FOR GATE AND TWO LIGHTS ON COLUMNS AT GATE				
77632 119 Electrical 10/14/16	10 SOUTH LN ENGLEWOOD, CO 80113-7023	R-3 Council District 4 Chry Hls Vlg Acrs Amnd	EMORY, PETER AND DARLENE / 303-886-05 EMORY, PETER AND DARLENE / 303-886-05 GREAT AMERICAN ELECTRIC / 303-888-172	2,000 / 55.00 10/14/16 / 4/15/18 Active
Description of Work: WIRING OF SWIMMING POOL				
77644 1897 Electrical 10/20/16	14 GLENMOOR CIR ENGLEWOOD, CO 80113-7121	R-3 Glen at Cherry Hills	DEPUY, MARK AND LUANN / 949-246-3083 DEPUY, MARK AND LUANN / 949-246-3083 AVALON INDUSTRIES INC / 303-919-5019	2,000 / 55.00 10/20/16 / 4/2/18 Active
Description of Work: ELECTRICAL FOR EXTERIOR WORK				
77646 444 Electrical 10/20/16	17 CHERRYMOOR DR ENGLEWOOD, CO 80113-6031	R-3 Council District 1 Chrymoor South	FUNK, ERIC & ELIZABETH / 303-514-7929 FUNK, ERIC & ELIZABETH / 303-514-7929 BASIL ELECTRIC INC / 303-503-3500	9,850 / 217.50 10/20/16 / 4/2/18 Active
Description of Work: WIRE KITCHEN REMODEL				
77652 1159 Electrical 10/21/16	3800 E HAMPDEN AVE ENGLEWOOD, CO 80113-4196		FIRST CHURCH OF THE NAZARENE / 303-7125-793 FIRST CHURCH OF THE NAZARENE / 303-7125-793 ZSEBE ELECTRIC / 720-235-3545	565.50 10/21/16 / 4/22/18 Active
Description of Work: REPLACE UNDERGROUND WIRE TO PARKING LOT LIGHTING. CONDUIT WILL BE INSTALLED VIA DIRECTIONAL BORING. REI				
77665 1903 Electrical 10/25/16	2 GLENMOOR CIR ENGLEWOOD, CO 80113-7121	R-3	OTTE, MICHAEL / 303-550-1525 OTTE, MICHAEL / 303-550-1525 ATOMIC ELECTRIC / 303-819-5557	400 / 55.00 10/25/16 / 4/26/18 Active
Description of Work: ELECTRIC FOR BATHROOM REMODEL				
77667 448 Electrical 10/26/16	4682 S ELIZABETH CT ENGLEWOOD, CO 80113-7106	R-3 Council District 1 Chry Hls Farm Flng 1	CARRINGTON, CHRISTOPHER / CARRINGTON, CHRISTOPHER / CREATIVE ELECTRIC INC / 303-781-1241	2,000 / 55.00 10/26/16 / 4/27/18 Active
Description of Work: WIRE SPA				
77680 1795 Electrical 10/28/16	5700 PIEDMONT DR ENGLEWOOD, CO 80111-1131	R-1	MERAGE, DAVID / MERAGE, DAVID / DUTCH CREEK ELECTRIC / 303-620-6888	2,552 / 65.25 10/28/16 / 4/28/18 Active
Description of Work: 4 DEDICATED 20 AMP GFI CIRCUITS, 3 FOR WATER FEATURE PUMPS, 1 FOR POND SCRUBBER				

Total Permits Issued (Electrical) : 16 Total Cost: 122,645.00 Total Fees: 2,876.00

Permit Listing - Monthly Report

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Fence/Wall/Gate

77655 664 Fence/Wall/Gate 10/24/16 10/24/16	3 SEDGWICK DR ENGLEWOOD, CO 80113-4104	R-2 Devonshire Heights Amnd	CAMPBELL, VINCENT / 303-345-4243 CAMPBELL, VINCENT / 303-345-4243 STANDARD FENCE CO / 303-472-8238	11,814 / 132.91 10/24/16 / 4/25/18 Active
Description of Work: 72' HIGH CEDAR REPLACING SAME IN SAME LOCATION. SET 2' INSIDE PROPERTY LINE.				
77651 2381 Fence/Wall/Gate 10/21/16 10/25/16	6 GRAY OWL RD ENGLEWOOD, CO 80113-4197	R-3A	KING, BRENDA / 303-810-6084 KING, BRENDA / 303-810-6084 SPLIT RAIL FENCE CO / 303-548-7585	7,720 / 86.85 10/25/16 / 4/26/18 Active
Description of Work: INSTALL 5' H ORNAMENTAL IRON FENCE				

Total Permits Issued (Fence/Wall/Gate) : 2 Total Cost: 19,534.40 Total Fees: 219.76

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Interior Remodel

77565 976 Interior Remodel 9/27/16 10/4/16	5193 E OXFORD AVE ENGLEWOOD, CO 80113-5117	R-4	GAYER, CHRISTOPHER M & / 303-910-7996 GAYER, CHRISTOPHER M & / 303-910-7996 A & P CONSTRUCTION / 303-514-4055	44,350 / 798.94 10/4/16 / 4/5/18 Active
Description of Work: FINISH 1150 SQUARE FOOT BASEMENT, MOVE UNDERGROUND PLUMBING				
77600 539 Interior Remodel 10/6/16 10/6/16	5 CHERRY HILLS FARM CT ENGLEWOOD, CO 80113-7100	R-3 Council District 1 Chry Hls Farm Flng 4	LEVIN, BRIAN E & ALLISON / LEVIN, BRIAN E & ALLISON / LEVIN, BRIAN E & ALLISON /	2,500 / 328.13 10/6/16 / 4/7/18 Active
Description of Work: REMOVE WALL				
77577 1130 Interior Remodel 9/29/16 10/11/16	3651 S COLORADO BLVD ENGLEWOOD, CO 80113-4238		HARVEST BIBLE CHAPEL / 303-607-0977 HARVEST BIBLE CHAPEL / 303-607-0977 HIMMELMAN CONSTRUCTION INC / 303-790	453,000 / 5,396.25 10/1/16 / 4/12/18 Active
Description of Work: INTERIOR REMODEL				
77582 2335 Interior Remodel 10/3/16 10/11/16	17 SANDY LAKE RD ENGLEWOOD, CO 80113-4140	R-3A Council District 2 Buell Mansion	MELAMETH, DANIEL / 720-244-3287 MELAMETH, DANIEL / 720-244-3287 BOA CONSTRUCTION INC / 720-480-7952	464,000 / 5,520.00 10/1/16 / 4/12/18 Active
Description of Work: REMODEL 7 EXISTING BATHROOMS, NO STRUCTURAL WORK. FINISH EXISTING BASEMENT.				
77622 807 Interior Remodel 10/12/16 10/20/16	2 SUNSET DR ENGLEWOOD, CO 80113-4029	R-1 Council District 2	BOGEL, RACHEL AND DALTON / 303-918-63 BOGEL, RACHEL AND DALTON / 303-918-63 MENDIL / 303-994-0257	361,170 / 4,363.16 10/20/16 / 4/2/18 Active
Description of Work: INTERIOR REMODEL AND REAR PORCH ROOF				
77633 2251 Interior Remodel 10/14/16 10/20/16	4 WILDROSE TRL ENGLEWOOD, CO 80113-4199	R-3A	SCHATZ, MICHAEL & LISA / SCHATZ, MICHAEL & LISA / KATHY JONES / 303-246-0499	100,000 / 1,425.00 10/20/16 / 4/2/18 Active
Description of Work: INTERIOR REMODEL				

Total Permits Issued (Interior Remodel) : 6 Total Cost: 1,425,020.00 Total Fees: 17,831.48

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Minor Addition

77629 1170 Minor Addition 10/14/16 10/20/16	3650 S ALBION ST ENGLEWOOD, CO 80113-4205	R-2	BROWNING, MORGAN / 720-244-0567 BROWNING, MORGAN / 720-244-0567 SQUAREROOT INC / 303-250-5911	420,000 / 6,795.00 10/20/16 / 4/2/18 Active
Description of Work: ADDITION OF SECOND FLOOR AND GARAGE, ALTERANTIONS TO EXISTING HOUSE				
77641 341 Minor Addition 10/19/16 10/25/16	19 HUNTWICK LN ENGLEWOOD, CO 80113-7112	R-3 Council District 1 Chrymoor South Flng 2	ROTOLO, MARK / 408-887-7597 ROTOLO, MARK / 408-887-7597 THE COMPASS GROUP / 303-981-0562	350,000 / 4,393.20 10/25/16 / 4/26/18 Active
Description of Work: 100 SQ FT ADDITION TO SQUARE OFF EXISTING COVERED PORCH AND KITCHEN/NOOK/FAMILY SPACE, INTERIOR REMODE				

Total Permits Issued (Minor Addition) : 2

Total Cost: 770,000.00

Total Fees: 11,188.20

Permit Listing - Monthly Report

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Roof				
77581 1517 Roof 10/3/16	5775 E OXFORD AVE ENGLEWOOD, CO 80111-1024	R-4	BERMAN, KARLA M / BERMAN, KARLA M / HORN BROTHERS ROOFING / 720-391-2444	18,474 / 207.83 10/3/16 / 4/4/18 Complete
Description of Work: REROOF. NO WEIGHT INCREASE.				
77585 1522 Roof 10/3/16	5935 E PRINCETON CIR ENGLEWOOD, CO 80111-1038	R-4	DELINE, MARY KAY / DELINE, MARY KAY / COPPER RIDGE CONSTRUCTION / 720-440-	23,100 / 259.88 10/3/16 / 4/4/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77587 1099 Roof 10/3/16	5030 SANFORD CIR W ENGLEWOOD, CO 80113-5127	R-4	SMITH, MARLISS / 303-759-5343 SMITH, MARLISS / 303-759-5343 RELIABLE ROOFING / 303-880-1542	22,300 / 250.88 10/3/16 / 4/4/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77588 1245 Roof 10/3/16	4235 S BELLAIRE CIR ENGLEWOOD, CO 80113-5030	R-4	CUDAHY, EDWARD & SUSAN / CUDAHY, EDWARD & SUSAN / RELIABLE ROOFING / 303-880-1542	38,500 / 433.13 10/3/16 / 4/4/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77589 991 Roof 10/3/16	5315 SANFORD CIR E ENGLEWOOD, CO 80113-5107	R-4	ARTHUR MEDOW FAMILY TRUST / ARTHUR MEDOW FAMILY TRUST / RELIABLE ROOFING / 303-880-1542	18,600 / 209.25 10/3/16 / 4/4/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77590 1511 Roof 10/4/16	5934 E PRINCETON CIR ENGLEWOOD, CO 80111-1039	R-4	KING, JAMES M / 303-756-6583 KING, JAMES M / 303-756-6583 A TO Z ROOFING / 303-513-1773	20,000 / 225.00 10/4/16 / 4/5/18 Complete
Description of Work: REROOF. NO WEIGHT INCREASE.				
77593 1 Roof 10/5/16	5958 SOUTHMOOR LN ENGLEWOOD, CO 80111-1049	R-4 Council District 3	FEY, ALAN T & ANDREA / FEY, ALAN T & ANDREA / ALLIANCE ROOFING INC / 720-859-1200	22,000 / 247.50 10/5/16 / 4/6/18 Complete
Description of Work: REROOF. NO WEIGHT INCREASE.				
77594 904 Roof 10/5/16	5439 E OXFORD AVE ENGLEWOOD, CO 80113-5120	R-4 Council District 6 Chry Vale Acrs Flng 4	DENNIS, MARK AND SARAH / 720-219-8798 DENNIS, MARK AND SARAH / 720-219-8798 ADVANCED EXTERIORS / 303-756-7663	17,000 / 191.25 10/5/16 / 4/6/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				

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77597 832 Roof 10/5/16	5164 E OXFORD AVE ENGLEWOOD, CO 80113-5119	R-4	GOLD, ANN / GOLD, ANN / EXCEL ROOFING / 303-7616400	22,650 / 254.81 10/5/16 / 4/6/18 Complete
Description of Work: REROOF. NO WEIGHT INCREASE.				
77598 996 Roof 10/5/16	5110 SANFORD CIR W ENGLEWOOD, CO 80113-5150	R-4	FOWLER, DAVID W & NANCY H / FOWLER, DAVID W & NANCY H / EXCEL ROOFING / 303-7616400	64,200 / 722.25 10/5/16 / 4/6/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77604 1495 Roof 10/6/16	5801 S HAPPY CANYON DR ENGLEWOOD, CO 80111-1006	R-4 Council District 3	WIEBER, THOMAS / WIEBER, THOMAS / GREENPOINT ROOFING LLC / 720-289-5863	7,898 / 138.85 10/6/16 / 4/7/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77605 902 Roof 10/7/16	5011 NASSAU CIR W ENGLEWOOD, CO 80113-5130	R-4	BARROWS, JANET & ROFFE, GARY / BARROWS, JANET & ROFFE, GARY / INFINITY RESTORATION / 303-816-1888	31,163 / 350.58 10/7/16 / 4/8/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77606 392 Roof 10/7/16	4411 S HIGH ST ENGLEWOOD, CO 80113-6012	R-1 Cantitoe	SHINGARA, MAX / 719-761-7977 SHINGARA, MAX / 719-761-7977 B & L ROOFING / 303-985-8536	18,000 / 202.50 10/7/16 / 4/8/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77608 1530 Roof 10/7/16	5830 S HAPPY CANYON DR ENGLEWOOD, CO 80111-1007	R-4	PRIDE, CHARLES WALKER & / PRIDE, CHARLES WALKER & / CORE CONTRACTORS / 303-295-2220	13,959 / 157.04 10/7/16 / 4/8/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77609 1600 Roof 10/7/16	4181 S IVY LN ENGLEWOOD, CO 80111-1020	R-4	VENTURI, KENNETH & AMY J / VENTURI, KENNETH & AMY J / COLORADO EXTERIORS / 303-296-1353	28,750 / 323.44 10/7/16 / 4/8/18 Active
Description of Work: REROOF. STRUCTURAL LETTER RECEIVED.				
77611 1289 Roof 10/10/16	3921 S DEXTER ST ENGLEWOOD, CO 80113-5147	R-5	BUCHMAN, LEE / BUCHMAN, LEE / CORE CONTRACTORS / 303-295-2220	11,745 / 132.13 10/10/16 / 4/1/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				

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77613 Roof 10/10/16	1496 5741 E PRINCETON AVE ENGLEWOOD, CO 80111-1026	R-4 Council District 5	GOLDMAN, GLEN / 303-777-4165 GOLDMAN, GLEN / 303-777-4165 HORN BROTHERS ROOFING / 720-391-2444	43,496 / 489.33 10/10/16 / 4/11/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77616 Roof 10/11/16	923 5411 NASSAU CIR E ENGLEWOOD, CO 80113-5133	R-4 Council District 1	CARNEY, LINDA F / CARNEY, LINDA F / EXCEL ROOFING / 303-7616400	43,898 / 493.85 10/11/16 / 4/12/18 Active
Description of Work: REMOVE EXISTING ROOF & REPLACE W/DECRE SHAKE 6/12 PITCH 57 SQ NO CHANGE IN WEIGHT				
77617 Roof 10/11/16	346 3136 CHERRYRIDGE RD ENGLEWOOD, CO 80113-6057	R-3 Council District 1 Chryridge	OPPENHEIM, GENEVA H / OPPENHEIM, GENEVA H / EXCEL ROOFING / 303-7616400	24,101 / 271.14 10/11/16 / 4/12/18 Active
Description of Work: T/O AND REPLACE W/O WENS CORNING DURATION STORM 67 SQUARE 4/12 PITCH NO CHANGE IN WEIGHT				
77595 Roof 10/5/16	1513 5690 S HAPPY CANYON RD ENGLEWOOD, CO 80111-1051	R-4	WASHBURN, DANIEL / 303-549-3300 WASHBURN, DANIEL / 303-549-3300 ADVANCED EXTERIORS / 303-756-7663	2,500 / 28.13 10/12/16 / 4/13/18 Active
Description of Work: ROOF REPAIR 6 SQ. NO WEIGHT INCREASE.				
77618 Roof 10/12/16	971 5295 NASSAU CIR E ENGLEWOOD, CO 80113-5141	R-4	ZEPPELIN, HOWARD / ZEPPELIN, HOWARD / FRONTIER RESTORATION LLC / 720-320-371	41,522 / 467.12 10/12/16 / 4/12/18 Active
Description of Work: REMOVE WOOD SHAKES AND INSTALL BORAL CONCRETE TILE				
77623 Roof 10/12/16	1592 5751 E NASSAU PL ENGLEWOOD, CO 80111-1021	R-4	WOLF, THOMAS D / WOLF, THOMAS D / ADVANCED EXTERIORS / 303-756-7663	30,500 / 343.13 10/12/16 / 4/13/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77624 Roof 10/13/16	1181 3961 S BIRCH ST ENGLEWOOD, CO 80113-5031	R-5	MITTON, CHARLES L 1/2 INT / MITTON, CHARLES L 1/2 INT / AAM ROOFING AND CONSTRUCTION / 720-	14,396 / 161.96 10/13/16 / 4/14/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77630 Roof 10/14/16	1534 6198 E PRINCETON CIR ENGLEWOOD, CO 80111-1041	R-4 Council District 1	ADAME, RICARDO / 303-886-6589 ADAME, RICARDO / 303-886-6589 TSV CONSTRUCTION AND ROOFING INC /	14,000 / 157.50 10/14/16 / 4/15/18 Active
Description of Work: COMPLETE T/O AND INSTALL 35 SQS MAINKEY LEGACY NO WEIGHT INCREASE				

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77631 884 Roof 10/14/16	5280 SANFORD CIR E ENGLEWOOD, CO 80113-5105	R-4	MOLK, BARRY L & CYNTHIA K / MOLK, BARRY L & CYNTHIA K / BLLR, LLC / 720-284-8831	37,327 / 419.93 10/14/16 / 4/15/18 Complete
Description of Work: REMOVE WOOD SHAKE (JUMBO) & REPLACE W/ GAF SEQUOIA IR 65 SQ NO WEIGHT INCREASE				
77634 1360 Roof 10/17/16	3921 S BELLAIRE ST ENGLEWOOD, CO 80113-5025	R-5	MARY ANN SHADDOCK MARITAL / MARY ANN SHADDOCK MARITAL / PEAK TO PEAK ROOFING / 720-328-5682	45,000 / 506.25 10/17/16 / 4/18/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77635 1039 Roof 10/17/16	5265 SANFORD CIR E ENGLEWOOD, CO 80113-5107	R-4	TANDLER, SUSAN / 303-757-5736 TANDLER, SUSAN / 303-757-5736 HORN BROTHERS ROOFING / 720-391-2444	44,740 / 503.33 10/17/16 / 4/17/18 Active
Description of Work: 68 SQ 4 FLAT ROOF IB PITCH 8:12 REMOVE SHAKE AND INSTALL DAVINCI SINGLE WIDTH SLATE, NO WEIGHT INCREASE				
77636 878 Roof 10/17/16	3960 S HUDSON WAY ENGLEWOOD, CO 80113-5136	R-4 Council District 3	VROOMAN, ELINOR B / VROOMAN, ELINOR B / EBER DOMINGUEZ CONSTRUCTION / 720-2 Active	17,000 / 191.25 10/17/16 / 4/18/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77637 1471 Roof 10/18/16	5735 E OXFORD AVE ENGLEWOOD, CO 80111-1024	R-4	GUCKENBERGER, KENNETH A & / 303-931-720,000 / 225.00 GUCKENBERGER, KENNETH A & / 303-931-720,000 / 225.00 TRU TEK HOME SOLUTIONS / 720-600-9400	20,000 / 225.00 10/18/16 / 4/19/18 Complete
Description of Work: REROOF WITH LIGHTER MATERIALS.				
77642 1541 Roof 10/20/16	6169 E PRINCETON CIR ENGLEWOOD, CO 80111-1040	R-4	WESTMACOTT, REGINALD & FRANCEE / WESTMACOTT, REGINALD & FRANCEE / TSV CONSTRUCTION AND ROOFING INC / 3 Active	14,400 / 162.00 10/20/16 / 4/2/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE				
77645 38 Roof 10/20/16	4301 S EMERSON ST ENGLEWOOD, CO 80113-4848	R-3	STONER, DOROTHY M / STONER, DOROTHY M / A BETTER HOME DBA EXTERIOR GURU / 720 Active	16,000 / 180.00 10/20/16 / 4/2/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77648 1366 Roof 10/21/16	4300 E MANSFIELD AVE ENGLEWOOD, CO 80113-4225	R-5	CLAUSSEN, MATTHEW S. / 303-525-4712 CLAUSSEN, MATTHEW S. / 303-525-4712 HORN BROTHERS ROOFING / 720-391-2444	26,452 / 297.59 10/2/16 / 4/22/18 Active
Description of Work: REMOVE EPDM & INSTALL 80 MIL IB MENBRAIN 31 SQ FIAT ROOF NO WEIGHT INCREASE				

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77649 920 Roof 10/21/16 10/21/16	5164 E PRINCETON AVE ENGLEWOOD, CO 80113-5020	R-4	HAIR, DARRYL & AMY / 303-956-3668 HAIR, DARRYL & AMY / 303-956-3668 HORN BROTHERS ROOFING / 720-391-2444	21,666 / 243.74 10/2/16 / 4/22/18 Active
Description of Work: REMOVE ASPHALT SHINGLES & INSTALL CERTAINTEEED PRESIDENTIAL SHAKE IR4 SQ 51 PITCH 4:12 NO WEIGHT INCREASE				
77650 839 Roof 10/21/16 10/21/16	3895 E QUINCY AVE ENGLEWOOD, CO 80113-4913	R-4	HAITH, MICHAEL & / HAITH, MICHAEL & / ROOF PRO / 720-838-7777	32,000 / 360.00 10/2/16 / 3/2/18 Complete
Description of Work: RE-ROOF WITH ASPHALT SHINGLES, 44SQUARE, 1 LAYER				
77653 1046 Roof 10/24/16 10/24/16	3951 S HUDSON WAY ENGLEWOOD, CO 80113-5135	R-4	ODENDAHL, KAREN & SEAN / 720-283-1296 ODENDAHL, KAREN & SEAN / 720-283-1296 REITZ ROOFING INC / 303-257-4370	14,000 / 157.50 10/24/16 / 4/25/18 Active
Description of Work: REROOF. NO WIEGHT INCREASE				
77654 1478 Roof 10/24/16 10/24/16	4080 S IVY LN ENGLEWOOD, CO 80111-1019	R-4	HOLMES, SUSAN C / HOLMES, SUSAN C / COLORADO ROOFING & CONSTRUCTION /	11,500 / 129.38 10/24/16 / 4/24/18 Active
Description of Work: REMOVE 48 SQUARES OF WOODSHAKES, INSTALL SHINGLES OF EQUAL WEIGHT				
77656 1102 Roof 10/24/16 10/24/16	4286 S FOREST CT ENGLEWOOD, CO 80113-5010	R-4	WASSERMAN, JOHN B & STARRELS, / WASSERMAN, JOHN B & STARRELS, / SUPERROOFS / 303-998-0111	35,375 / 397.97 10/24/16 / 4/24/18 Active
Description of Work: REMOVE 32 SQ OF MOD BIT ROOFING , INSTALL 3' ISO INSULATION BOARD 1/4' DENS DECK AND 60 MIL FULLY ADHERED TF				
77657 1474 Roof 10/24/16 10/24/16	6004 E PRINCETON AVE ENGLEWOOD, CO 80111-1033	R-4 Council District 1	CHAPMAN, JAY / 303-759-9208 CHAPMAN, JAY / 303-759-9208 WILSON BROTHERS INC / 303-294-9535	17,475 / 196.59 10/24/16 / 4/25/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77658 1667 Roof 10/25/16 10/25/16	29 CHARLOU CIR ENGLEWOOD, CO 80111-1102	R-3	MUNRO, MATTHEW / MUNRO, MATTHEW / ACADEMY ROOFING INC / 303-360-0708	58,933 / 663.00 10/25/16 / 4/26/18 Active
Description of Work: REROOF. STRUCTURAL LETTER RECEIVED.				
77659 875 Roof 10/25/16 10/25/16	5235 E PRINCETON AVE ENGLEWOOD, CO 80113-5021	R-4	WOODEN, DIEDRE / WOODEN, DIEDRE / HORN BROTHERS ROOFING / 720-391-2444	52,472 / 590.31 10/25/16 / 4/26/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				

Permit Listing - Monthly Report

Permits Issued

Cherry Hills Village, CO
 2450 E. Quincy Avenue
 Phone : (303) 789-2541
 Fax : (303) 761-9386

Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
77660 942 Roof 10/25/16	5250 SANFORD CIR E ENGLEWOOD, CO 80113-5106	R-4	MIRO, SAMI A & MARY ANN / MIRO, SAMI A & MARY ANN / HORN BROTHERS ROOFING / 720-391-2444	34,000 / 382.50 10/25/16 / 4/26/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77661 1584 Roof 10/25/16	5711 S HAPPY CANYON DR ENGLEWOOD, CO 80111-1004	R-4	MARTELON, TINA M / MARTELON, TINA M / JENESIS ROOFING / 303-789-1505	20,900 / 235.13 10/25/16 / 4/25/18 Active
Description of Work: COMPLETE ROOF REPLACEMENT. TEAR OFF ONE LAYER, NO WIEGHT CHANGE				
77666 22 Roof 10/25/16	4801 S OGDEN ST ENGLEWOOD, CO 80113-7021	R-3 East Bellevue	MAHONEY, JANE / 303-829-6083 MAHONEY, JANE / 303-829-6083 WOODBURG ROOFING AND RESTORATION	10,000 / 112.50 10/25/16 / 4/26/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77668 1101 Roof 10/26/16	4001 NASSAU CIR W ENGLEWOOD, CO 80113-5149	R-4	GRAUER, ELAINA / GRAUER, ELAINA / SPECIALTY CONTRACTORS INC / 303-912-5	20,000 / 225.00 10/26/16 / 4/27/18 Active
Description of Work: REROOF. NO WEIGHT INCREASE.				
77671 989 Roof 10/26/16	5031 SANFORD CIR W ENGLEWOOD, CO 80113-5128	R-4	GERHOLD, KATHRYN M / GERHOLD, KATHRYN M / PEAK TO PEAK ROOFING / 720-328-5682	25,000 / 281.25 10/26/16 / 4/27/18 Active
Description of Work: REROOF. STRUCTURAL LETTER RECEIVED.				
77672 1011 Roof 10/26/16	4910 SANFORD CIR W ENGLEWOOD, CO 80113-5127	R-4	DOWNING, JOHN C & SANDRA C / DOWNING, JOHN C & SANDRA C / PEAK TO PEAK ROOFING / 720-328-5682	32,646 / 367.27 10/26/16 / 4/27/18 Active
Description of Work: REROOF. STRUCTURAL LETTER RECEIVED.				
77673 905 Roof 10/26/16	3921 S HUDSON WAY ENGLEWOOD, CO 80113-5111	R-4	TOM LEE TRUST 50% INT & / TOM LEE TRUST 50% INT & / PEAK TO PEAK ROOFING / 720-328-5682	36,000 / 405.00 10/26/16 / 4/27/18 Active
Description of Work: REROOF. STRUCUTRAL LETTER RECEIVED.				
77674 1606 Roof 10/26/16	6010 S HAPPY CANYON DR ENGLEWOOD, CO 80111-1011	R-4 Council District 1	SMITH, WHITNEY B & KIRSTIN L / SMITH, WHITNEY B & KIRSTIN L / ALL ANGLES COVERED LLC / 303-419-8784	39,500 / 444.38 10/26/16 / 4/26/18 Active
Description of Work: 46 SQ. REMOVE EXISTING AND REPLACE WITH ASPHALT				

Permit Listing - Monthly Report

Permits Issued

Cherry Hills Village, CO
 2450 E. Quincy Avenue
 Phone : (303) 789-2541
 Fax : (303) 761-9386

Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
77675 1618 Roof 10/26/16	5991 S HAPPY CANYON DR ENGLEWOOD, CO 80111-1008	R-4 Council District 3	LUND, BRETT / 303-587-4700 LUND, BRETT / 303-587-4700 ALL ANGLES COVERED LLC / 303-419-8784	45,500 / 511.88 10/26/16 / 4/26/18 Active
Description of Work: 52 SQUARES, REMOVE AND REPLACE ROOF. NO WEIGHT CHANGE				
77676 1633 Roof 10/26/16	5860 S HAPPY CANYON DR ENGLEWOOD, CO 80111-1007	R-4 Council District 1	DUMONT, ANDREW AND TERRY / DUMONT, ANDREW AND TERRY / ALL ANGLES COVERED LLC / 303-419-8784	24,500 / 275.63 10/26/16 / 4/26/18 Active
Description of Work: 36 SQUARES, REMOVE AND REPLACE ROOF				
77677 1544 Roof 10/26/16	4020 S HOLLY ST ENGLEWOOD, CO 80111-1015	R-4	MATTHEWS, MIKE & KELLY / MATTHEWS, MIKE & KELLY / ALL ANGLES COVERED LLC / 303-419-8784	33,800 / 380.25 10/26/16 / 4/26/18 Active
Description of Work: 46 SQUARES, REMOVE AND REPLACE ROOF. NO WEIGHT CHANGE				
77683 1700 Roof 10/31/16	6190 E QUINCY AVE ENGLEWOOD, CO 80111-1002		CHURCH OF ST GABRIEL / CHURCH OF ST GABRIEL / BEAR BROTHERS ROOFING LLC / 303-422-2	35,100 / 394.88 10/31/16 / 5/2/18 Active
Description of Work: REMOVE 66.22 SQ OF BUILT UP & INSTALL 3.5' ISO R-VALUE OF 20 INSTALL 1/4' DENSDACK INSTALL 60 MIL MULE HIDE EPDM				

Total Permits Issued (Roof) : 52 Total Cost: 1,414,037.16 Total Fees: 15,957.99

Permit Listing - Monthly Report

Permits Issued

Cherry Hills Village, CO
 2450 E. Quincy Avenue
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 Fax : (303) 761-9386

Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
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Sign

77543
 Sign
 9/19/16 10/5/16
 MOCKINGBIRD LANE ENTRANCE
 ENGLEWOOD, CO 80113

MOCKINGBRID LN HOA /
 MOCKINGBRID LN HOA /
 COLORADO DESIGNSCAPES / 303-721-9003 Active

29,200 / 628.50

10/5/16 / 4/6/18

Description of Work: INSTALL OF ENTRYWAY SIGNS

Total Permits Issued (Sign) : 1

Total Cost: 29,200.00

Total Fees: 628.50

Permit Listing - Monthly Report

Permits Issued

Cherry Hills Village, CO
 2450 E. Quincy Avenue
 Phone : (303) 789-2541
 Fax : (303) 761-9386

Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
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Single Family Residence

76782 1462 Single Family Residence 10/30/15 10/4/16	5080 S CLARKSON ST ENGLEWOOD, CO 80113-7010	R-3 Council District 4 Swastika Acres 2	SHINGARA, MAX / 719-761-7977 SHINGARA, MAX / 719-761-7977 LUX BUILDERS / 719-761-7977	750,000 / 21,151.20 10/4/16 / 4/5/18 Active
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Description of Work: NEW SINGLE FAMILY RESIDENCE

Total Permits Issued (Single Family Residence) : 1

Total Cost: 750,000.00

Total Fees: 21,151.20

Permit Listing - Monthly Report

Permits Issued

Cherry Hills Village, CO

2450 E. Quincy Avenue

Phone : (303) 789-2541

Fax : (303) 761-9386

Permit Nbr / Parcel Permit Type Applied for / Approved	Address Unit Address / Lot Number	Zoning Use Municipal Area Subdivision	Applicant Name / Phone Owner Name / Phone Work Done By / Phone	Project Cost / Fee Work Start / End Date Status
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Total Permits Issued : 103

Total Cost: 4,870,607.56

Total Fees: 75,540.42

CHERRY HILLS VILLAGE
COLORADO

2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
www.cherryhillsvillage.com

Village Center
Telephone 303-789-2541
FAX 303-761-9386

Item: 10d(i)

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF THE CITY COUNCIL

FROM: MICHELLE TOVREA, POLICE CHIEF

SUBJECT: OCTOBER REPORT

DATE: NOVEMBER 15, 2016

In October, Officer David Lynes completed the 40 hour Critical Incident Training Class. As I have reported in the past, this class was sponsored by the Denver Police Department. Dave is the 8th officer to complete the course in the past year.

The fall in-service classes were completed in October. Each officer received training in the following classes: Update on the department from the Chief, laser update, building search tactical training and certification in CPR. Support Services Supervisor John Reynolds worked with South Metro Fire Rescue and was able to schedule the tactical training practice at a home on South Colorado Boulevard scheduled for demolition. This was excellent training lead by Sergeant Balafas, Officer Rolwing and Officer Kazmirski.

The Department participated in another Drug Take Back day on the 22nd. Technician Klasens collected 94 pounds of unwanted drugs to be destroyed properly to keep the toxins out of the water system.

The Department welcomed Sheldon Gardner to our ranks as our newest police officer. The Department is now at full staffing.

We have been working diligently on the examination process for the sergeant's promotional process coming up during the second week of November. Ms. Mary Wamsley of Jack Clancy and Associates has been working with staff to develop an assessment center type of process. We have five officers who will be participating.

**The statistical graphs you will see in the report for October will have a different look. The staff has updated the graphs to give you more information about crimes involving mail theft and fraud. In 2016, the Department began separating Mail Thefts from the overall Theft cases to better track issues in the Village. You will see this separation in this report.

Investigations Case Summary:

There were 10 First Degree Criminal Trespass of a vehicle reports in the month of October:

- In the first, the victim stated that someone entered her unlocked vehicle while it was parked in the driveway of her residence. The individual(s) rummaged through the glovebox spreading the contents on the passenger seat. The only items taken from her vehicle were the victim's Colorado driver's license and approximately \$4.00 in change. **This case is inactive – no new leads.**
 - In the second, the victim stated that someone entered two unlocked vehicles belonging to him and his partner while they were parked in the driveway of his residence. The individual(s) searched through the glovebox of both vehicles but nothing appeared to be missing from either vehicle. **This case is inactive – no new leads.**
 - In the third, the victim stated that someone entered her three unlocked vehicles while they were parked in the driveway of her residence. The individual(s) took approximately \$4.00 in change from the center console from one vehicle and a gym bag containing clothing and headphones from another vehicle. The value of the stolen items is estimated at \$900.00. **This case is inactive – no new leads.**
- Note: These three trespasses all occurred on October 4 and 5, 2016.**
- In the fourth, the victim stated that she observed two male individuals in her vehicle, which the victim had parked in her driveway unlocked. The two male subjects fled in another vehicle in an unknown direction as soon as they observed the victim. According to the victim the only items stolen were the vehicle registration card and the vehicle manual. **This case is inactive - no new leads.**
 - In the fifth, the victim stated that someone gained access to his locked vehicle while it was parked in the driveway of his residence. The individual(s) stole financial information from the back seat of the vehicle. The victim already closed both bank accounts and no other items were taken from the vehicle. **This case is inactive – no new leads.**
 - In the sixth, the victim stated that someone gained access to his daughter's locked vehicle while it was parked in the driveway of his residence. The individual(s) stole an iPod and damaged the auxiliary cable access by ripping it out from the center console. The value of the iPod and the estimated damage to the vehicle is currently unknown. **This case remains under investigation.**
 - In the seventh, the victim stated that someone entered her unlocked vehicle while she was feeding her horses and rummaged through her center console and her glove box. The individual(s) stole her Apple iPhone valued at approximately \$150.00. **This case remains under investigation.**
 - In the eighth, the victim stated that someone gained access to her car while it was parked in the driveway of her residence. The individual(s) rummaged through the center console and stole the victim's passport, vehicle valet key and a bike lock key. An officer with the Denver Police Department contacted a male subject who was found to be in possession of the items stolen from the victim. The detective is actively working this case. **This case remains under investigation.**

Note: These five trespasses all occurred on October 21 and 22, 2016.

- In the ninth, the victims stated that someone gained access to the locked vehicle while it was parked in the street in front of his residence. The individual(s) stole two wallets, containing Colorado driver's license, debit cards and a combined total of \$250.00 as well as two pairs of sunglasses valued at \$150.00 each. Also stolen were the car keys of a vehicle that was also parked in front of the victim's car and this car was stolen (see vehicle theft report for October). **This case is inactive – no new leads.**
- In the tenth, the victim stated that someone gained access to his vehicle while it was parked in front of his residence. The individual(s) pried open and damaged the ash tray in his vehicle and rummaged through the glove box and center console. The only item taken from the vehicle was a Skill power saw valued at approximately \$150.00. **This case remains under investigation.**

There were 3 Burglary reports in the month of October:

- In the first, the reporting party stated that he found his son heavily bleeding from wounds allegedly sustained during a fight with suspects trying to break in to the residence during the previous night. The investigation disclosed the report by the adult son was false and no crime occurred. **This case is closed – false report by victim.**
- In the second, the victim stated that someone gained access to his vehicles while they were parked in his unlocked garage and stole several items, including sunglasses, headset, gift cards, and chargers from the vehicles. The value of the stolen items is estimated at \$1090.00. **This case is inactive – no new leads.**
- In the third, the victim stated that someone gained access to the unlocked vehicle while it was parked in the garage of his residence. The individual(s) searched through the center console and stole a cell phone charger. Nothing else was taken from the vehicle. **This case is inactive – no new leads.**

There were 2 Mail Theft reports in the month of October:

- In the first, the victim stated that someone took several packages from her front porch by UPS. **This case is closed – Victim advised the package was delivered to a neighbor. No crime occurred.**
- In the second, the reporting party stated that someone stole a check mailed to them by a family member living out of state. The family member discovered that two fraudulent checks had been cashed at local Denver businesses on the same account as the stolen check. **This case remains under investigation.**

There was 1 Criminal Tampering report in the month of October:

- The victim stated that she awoke to a loud sound and when she turned on the outside lights, she noticed the eggs and toilet paper on several vehicles, her roof, trees, and several windows of her residence. The victim did not see who egged her home or vehicles and is unsure of the cost of the cleanup or if there was permanent to her home. **This case is inactive – no new leads.**

There were 2 Automobile Theft reports in the month of October:

- In the first, the victim stated that her car keys were stolen out of her friend's car, which had been broken into as well (see car trespass reports for October). The 2008 GMC Yukon was parked in the street in front of the residence overnight. The next morning the victim discovered her car, containing her wallet with credit cards, \$70.00 and hockey

sticks valued at \$450.00 were stolen. The victim also stated that she discovered that someone used her mother's credit card for fraudulent purchases in the amount of \$350.00 at a grocery store in Bennett, CO. **This case remains under investigation – vehicle recovered by the Denver Police Department and returned to owner.**

- In the second, the victim stated that someone stole her vehicle from the driveway of her residence. According to the victim, she drove it earlier in the day and parked it in the driveway, leaving the keys in the vehicle. The victim discovered the car, containing girl's lacrosse equipment valued at \$700.00, was missing. **This case remains under investigation – vehicle recovered by the Denver Police Department and returned to owner.**

There was 1 Theft report in the month of October:

- The victim stated that she left her diamond ring on her work desk in a school classroom for an extended amount of time. The victim noticed the ring was missing the next day. The value of the ring is \$2500. **This case is inactive – no new leads.**

There was 1 Criminal Attempt Fraud report in the month of October:

- The victim stated that she received a phone call from an unknown individual claiming her son had caused an accident allegedly hurting another person on a motorcycle. The individual claimed that the victim's son would be hurt if the victim would not immediately pay \$3,500.00. The victim realized it was a scam and hung up. A few minutes later her husband received a call from the same individuals. The victims contacted their son who had not been involved in an accident. **This case is inactive – no new leads.**

There was 1 Criminal Trespass of a residence in the month of October:

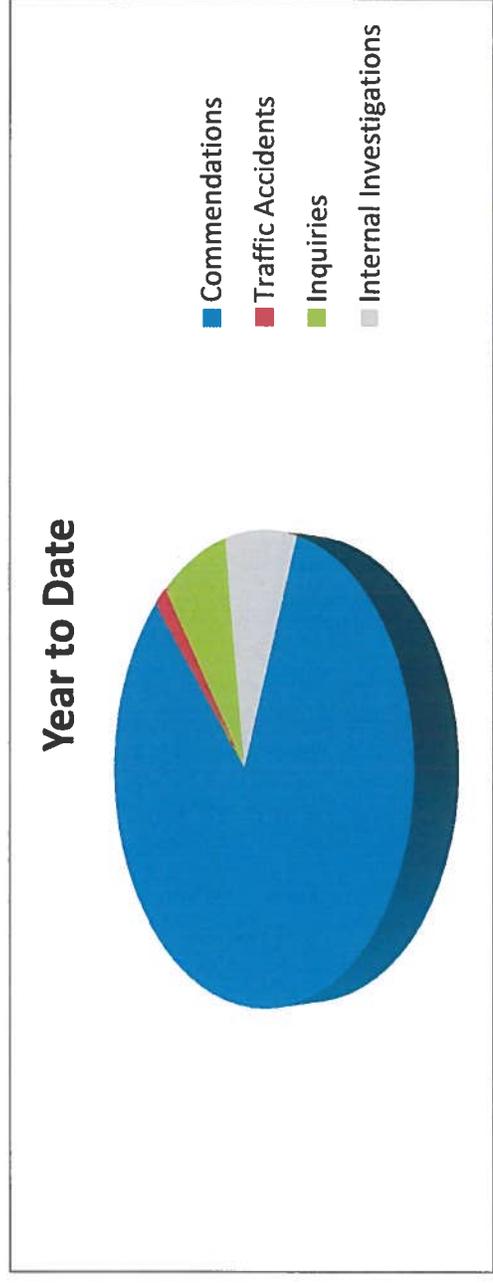
- The victim reported to Arapahoe County Dispatch that she believed someone was inside the residence as she could hear noises and footsteps. The responding officers could not locate anyone inside or outside at the residence. **This case is inactive – no new leads.**

There was 1 Fraud report in the month of October:

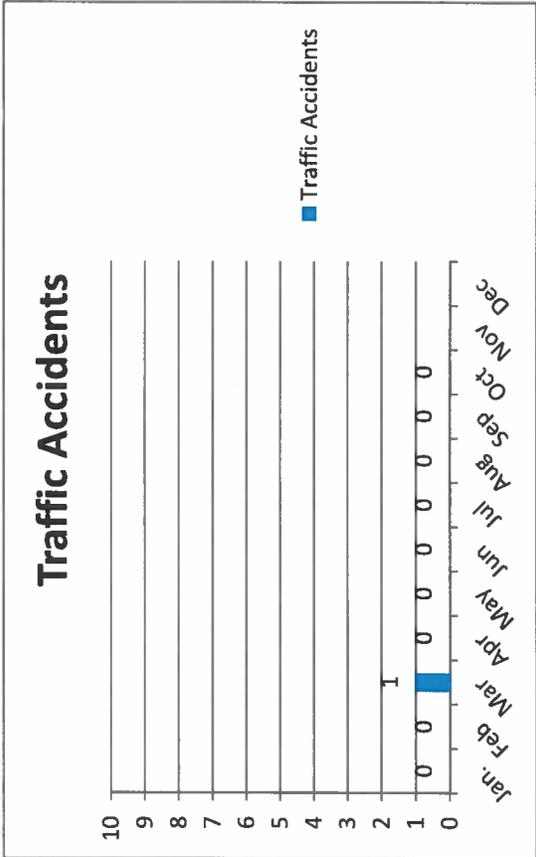
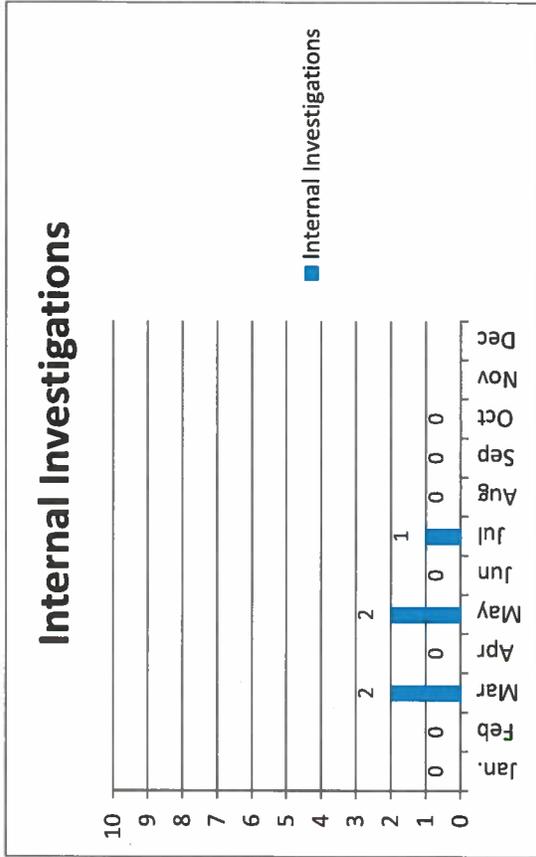
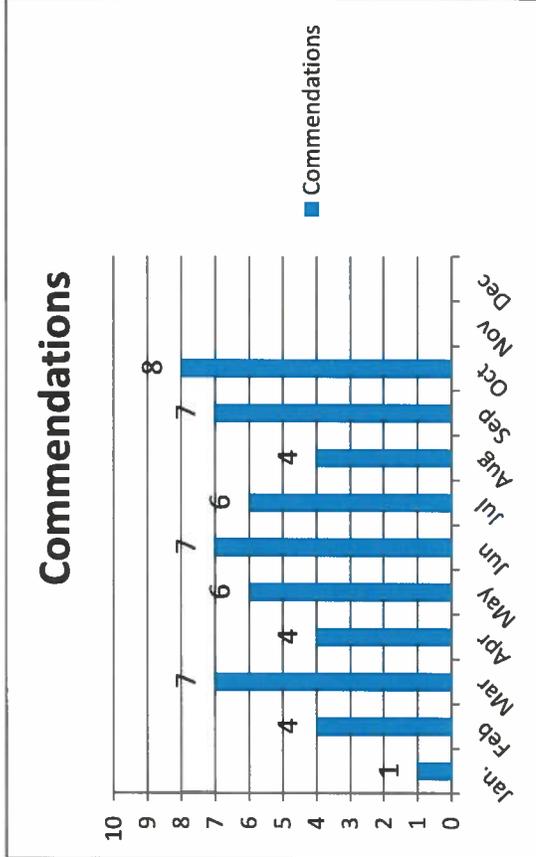
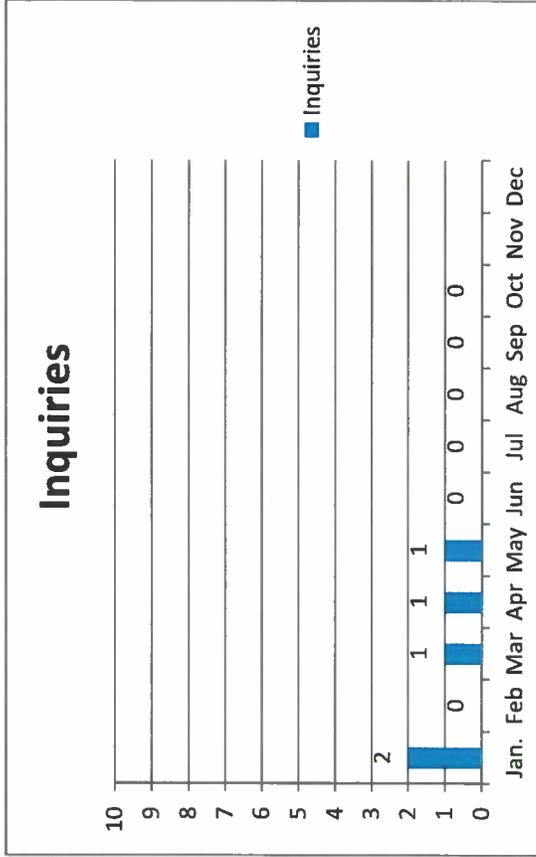
- The victim stated that someone fraudulently opened a credit card account at Citibank using his personal information. The victim contacted the financial institution and closed the account. **This case remains under investigation.**

Cherry Hills Village Police Personnel Summary Report 2016

Month	Commendations	Traffic Accidents	Inquiries	Internal Investigations
Jan.	1	0	2	0
Feb	4	0	0	0
Mar	7	1	1	2
Apr	4	0	1	0
May	6	0	1	2
Jun	7	0	0	0
Jul	6	0	0	1
Aug	4	0	0	0
Sep	7	0	0	0
Oct	8	0	0	0
Nov				
Dec				
Year to Date	54	1	5	5

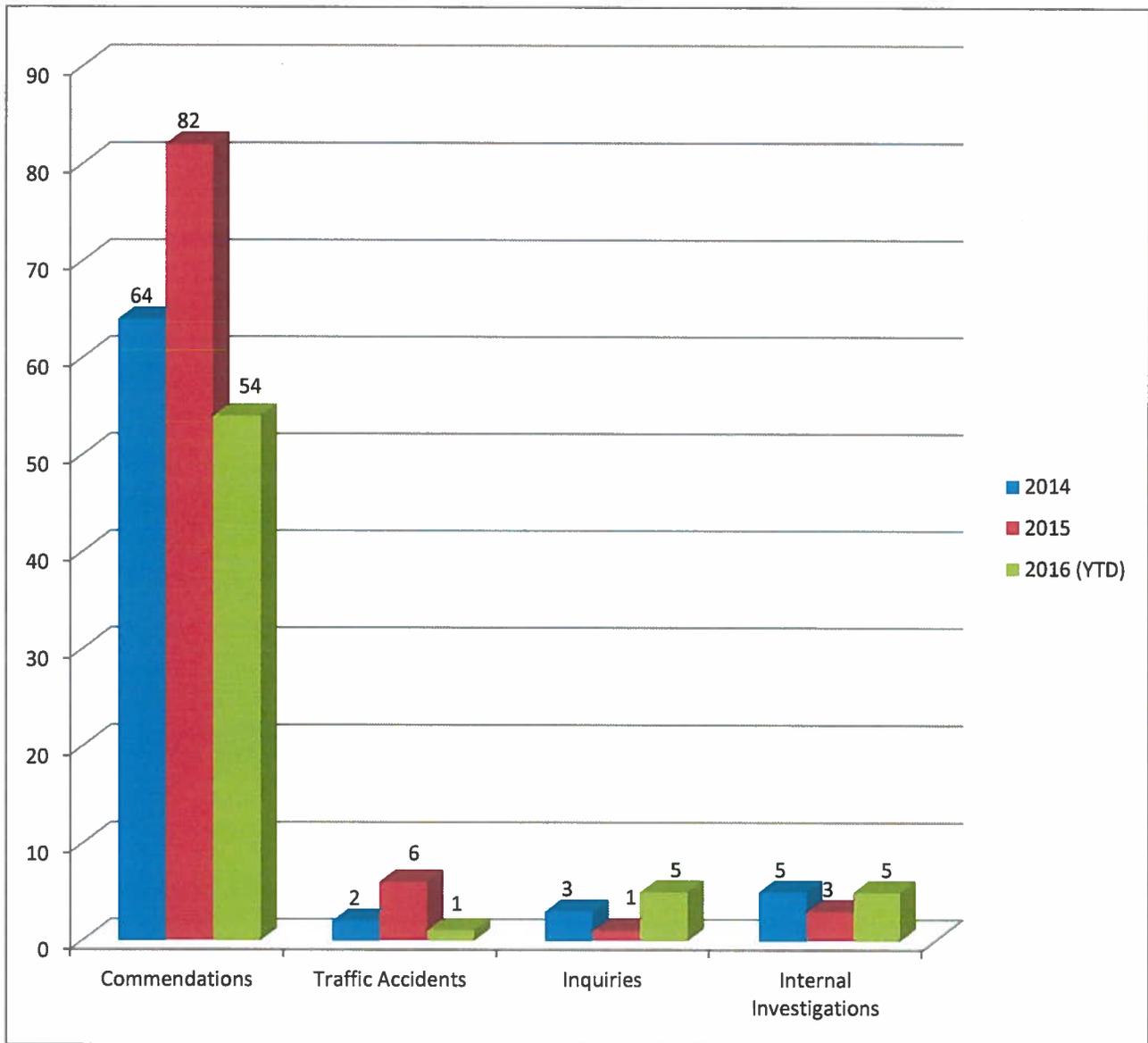


Cherry Hills Village Police Personnel Summary Report 2016



Cherry Hills Village Police Personnel Summary Comparison

Year	Commendations	Traffic Accidents	Inquiries	Internal Investigations
2014	64	2	3	5
2015	82	6	1	3
2016 (YTD)	54	1	5	5

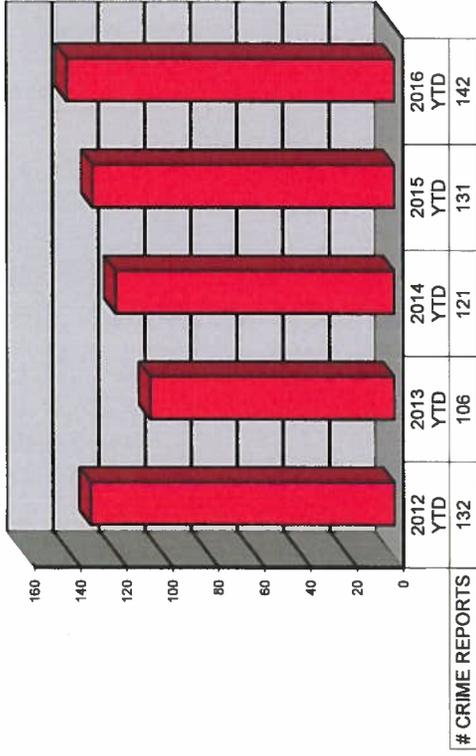


CHERRY HILLS POLICE DEPARTMENT STATISTICS

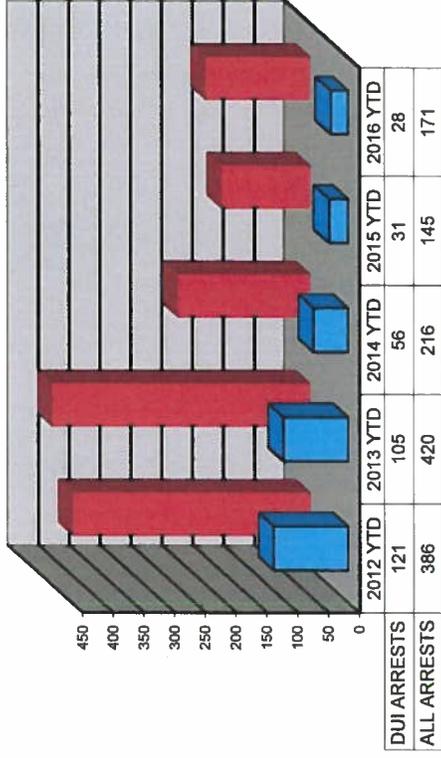
	Oct 2016	YEAR TO DATE 2016	YEAR TO DATE 2015	PERCENT CHANGE
TRAFFIC ACCIDENT	18	214	200	7%
ALL CITATIONS	276	2327	2235	4%
PARKING TICKETS	24	129	115	12%
TRAFFIC WARNINGS	189	1466	1086	35%
DUI ARRESTS	2	28	31	-10%
DUS ARRESTS	12	100	84	19%
# CRIME REPORTS	22	142	131	8%
# ALARMS	39	411	383	7%
# ARRESTS (INCLUDES DUI'S & DUS's)	16	171	145	18%
CITIZEN ASSISTS	14	133	120	11%
ASSIST TO OTHER AGENCY	20	168	165	2%
PROPERTY CHECKS (HW&BLDG)	1726	18696	13572	38%
CRIME PREVENTION NOTICES	37	546	548	0%
FIELD INTERVIEW CARDS	8	101	80	26%

CHERRY HILLS VILLAGE / YEAR-TO-DATE THROUGH OCTOBER (2012-2016)

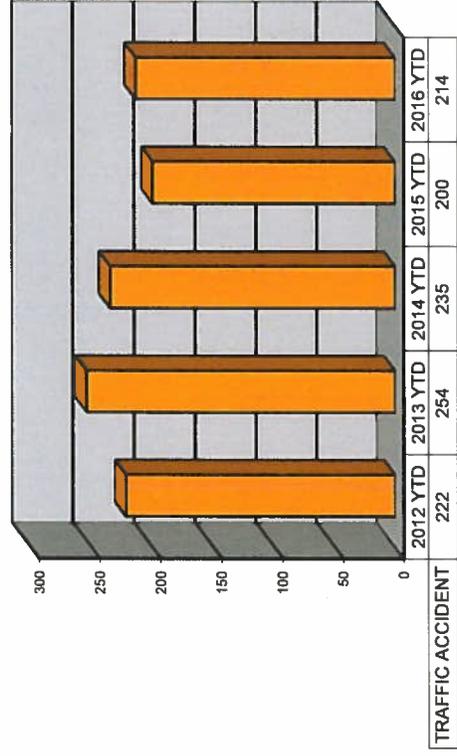
CRIME REPORTS



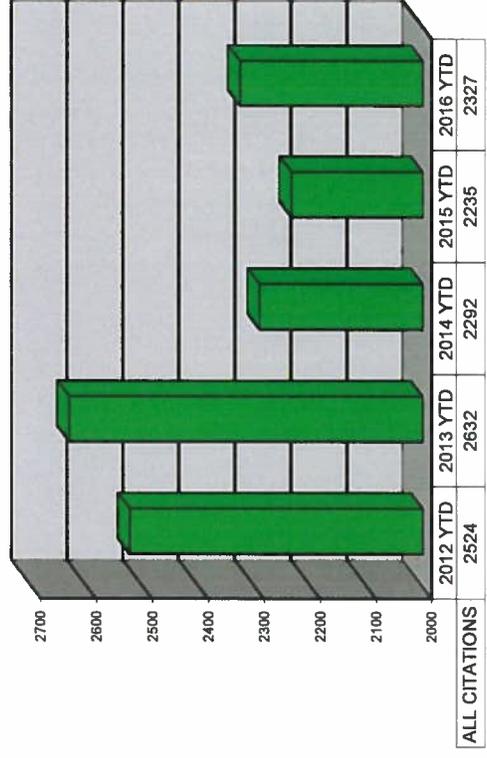
ARRESTS



TRAFFIC ACCIDENTS



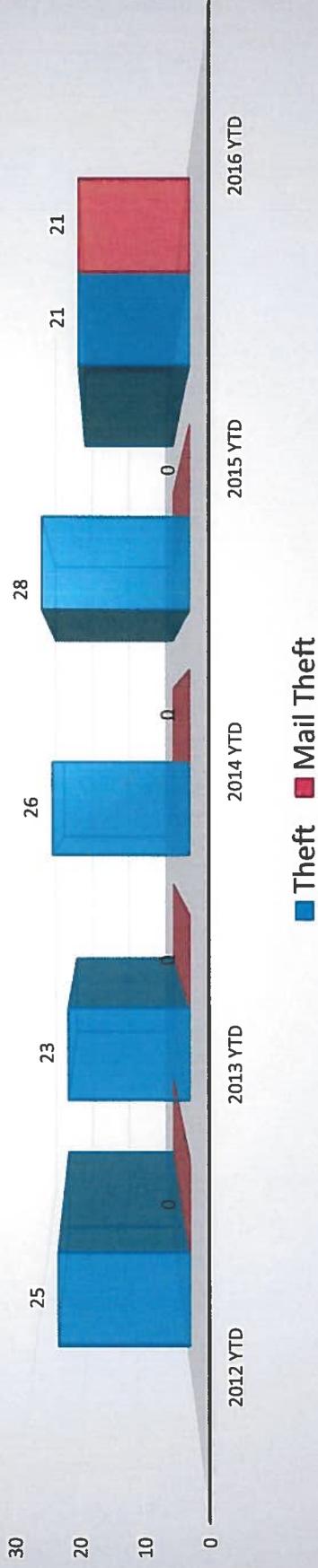
CITATIONS



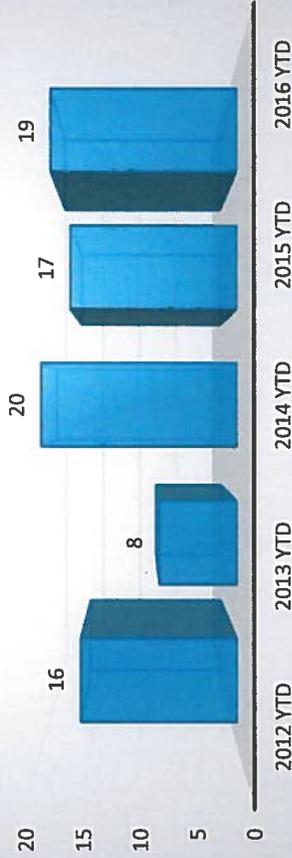
Cherry Hills Village Crime Statistics

YEAR-TO-DATE THROUGH OCTOBER (2012-2016)

Theft / Mail Theft



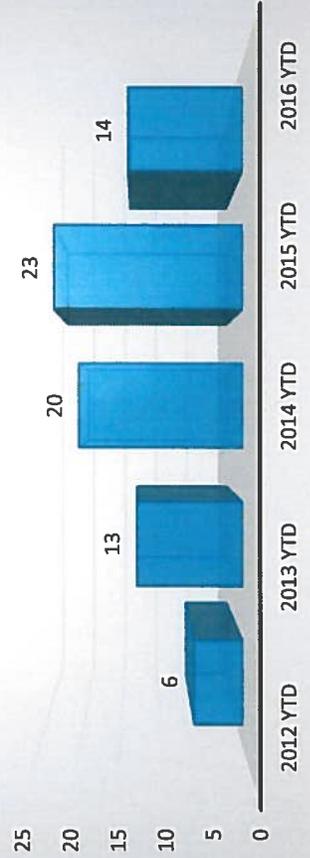
Fraud Related Crimes



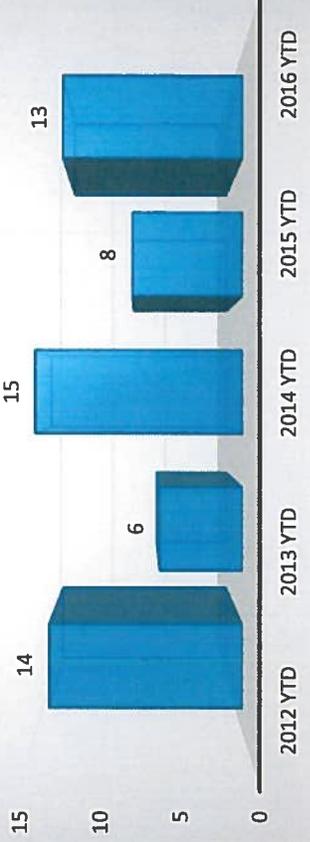
Theft from Motor Vehicle



Criminal Mischief



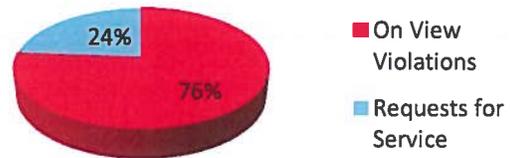
Burglary



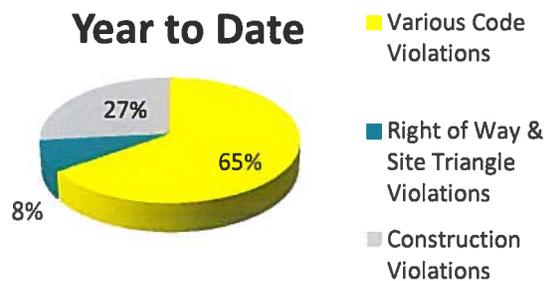
Cherry Hills Village Code Enforcement Statistics October 2016

Code Enforcement Issues	Month	YTD
On View Violations	54	438
Requests for Service	21	150
Sight Triangle Violations	0	7
Construction Site Violations	43	233
Permit Violations	18	31
Stop Work Orders Served	5	19
Fence Violations	0	5
Weed Violations	1	60
Trash, Debris and Junk	1	15
Trees/Bushes Violations	3	32
Zoning Violations	0	17
Right of Way Violations	11	78
Roll-offs/Port-a-let Violations	2	29
Sign Violations	36	316
Warnings/Personal Contacts	63	337
Letters/Posted Notices	0	39
Summons Issued	5	14
Notice of Violations	4	29
Misc. Code Violations	35	217

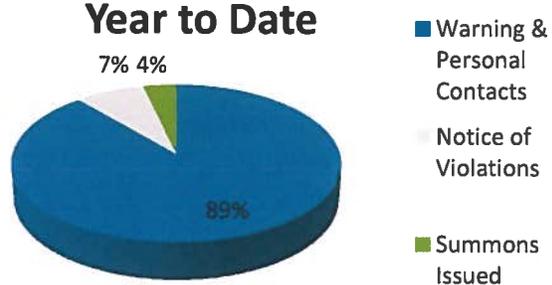
Year To Date



Year to Date

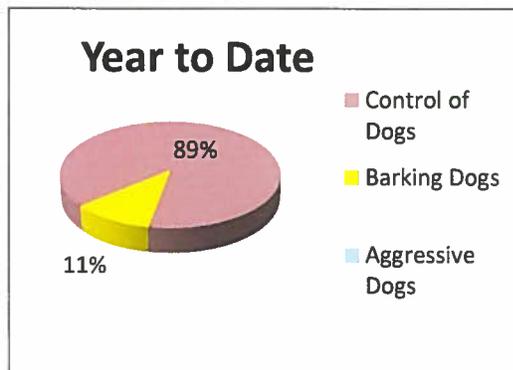
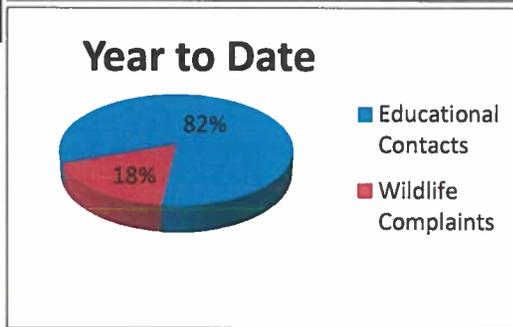
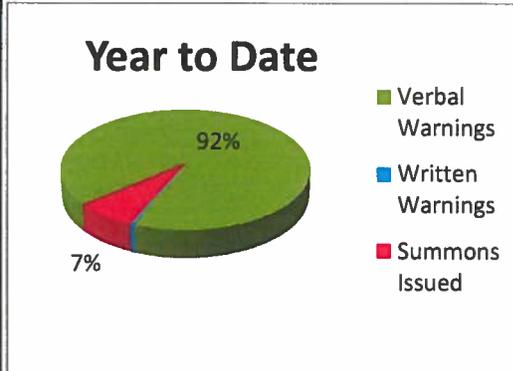


Year to Date



Cherry Hills Village Animal Control Statistics October 2016

Animal Control Issues	Month	YTD
Educational Contacts	25	140
Control of Dogs	10	122
Barking Dogs	2	15
Aggressive Dogs	0	0
Wildlife Complaints	4	30
Verbal Warnings	15	139
Written Warnings	0	1
Summons Issued	1	11



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ITEM: 10d(i)

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF CITY COUNCIL
FROM: TERRI LITTLEFORD, MUNICIPAL COURT CLERK
SUBJECT: MUNICIPAL COURT MONTH END REPORT FOR SEPTEMBER 2016
DATE: NOVEMBER 15, 2016

DISCUSSION

Municipal Court Statistics

Monthly Totals	2016	2015	Difference
Citations filed	245	202	21%
Court appearances/guilty to original	107	96	11%
Plea by mail letters sent	173	14	40%
Revenue	\$24,227	\$20,105	\$4,122

BUDGET IMPACT

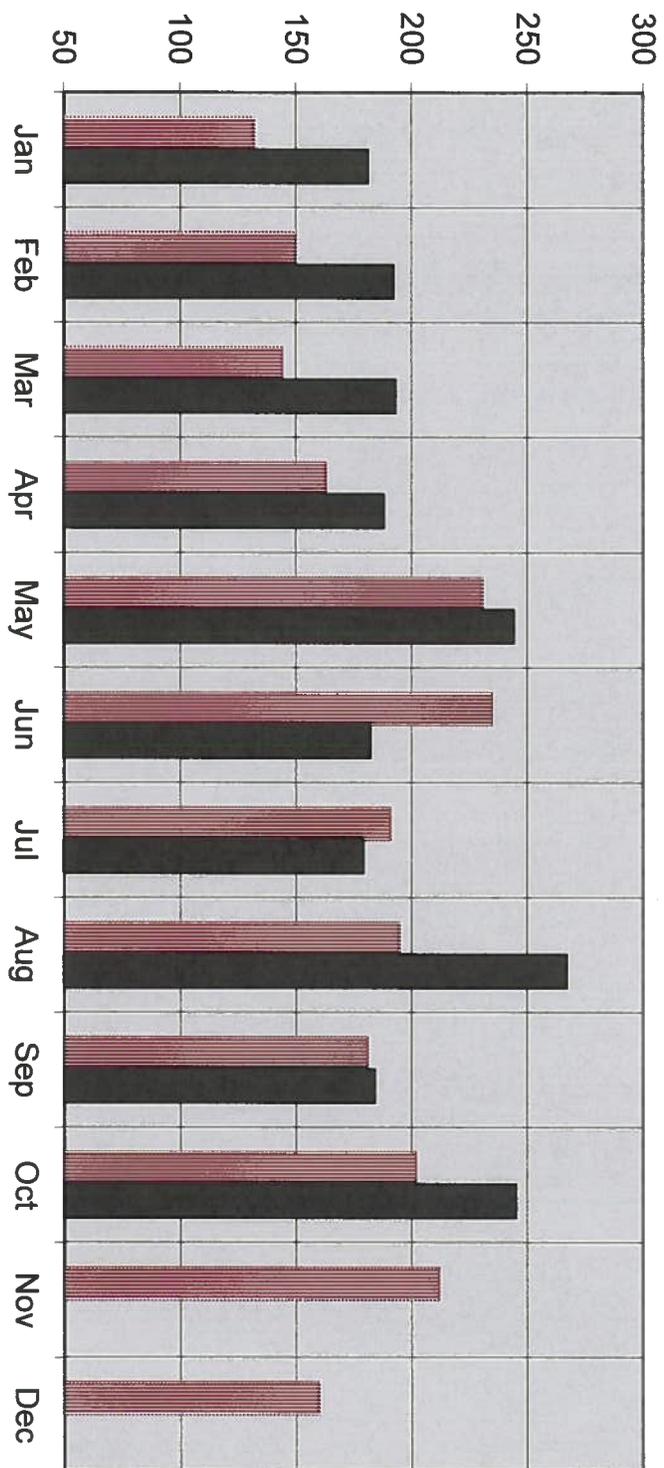
Through October 2016 the Municipal Court has collected 80% of the total budgeted revenue amount.

ATTACHMENTS

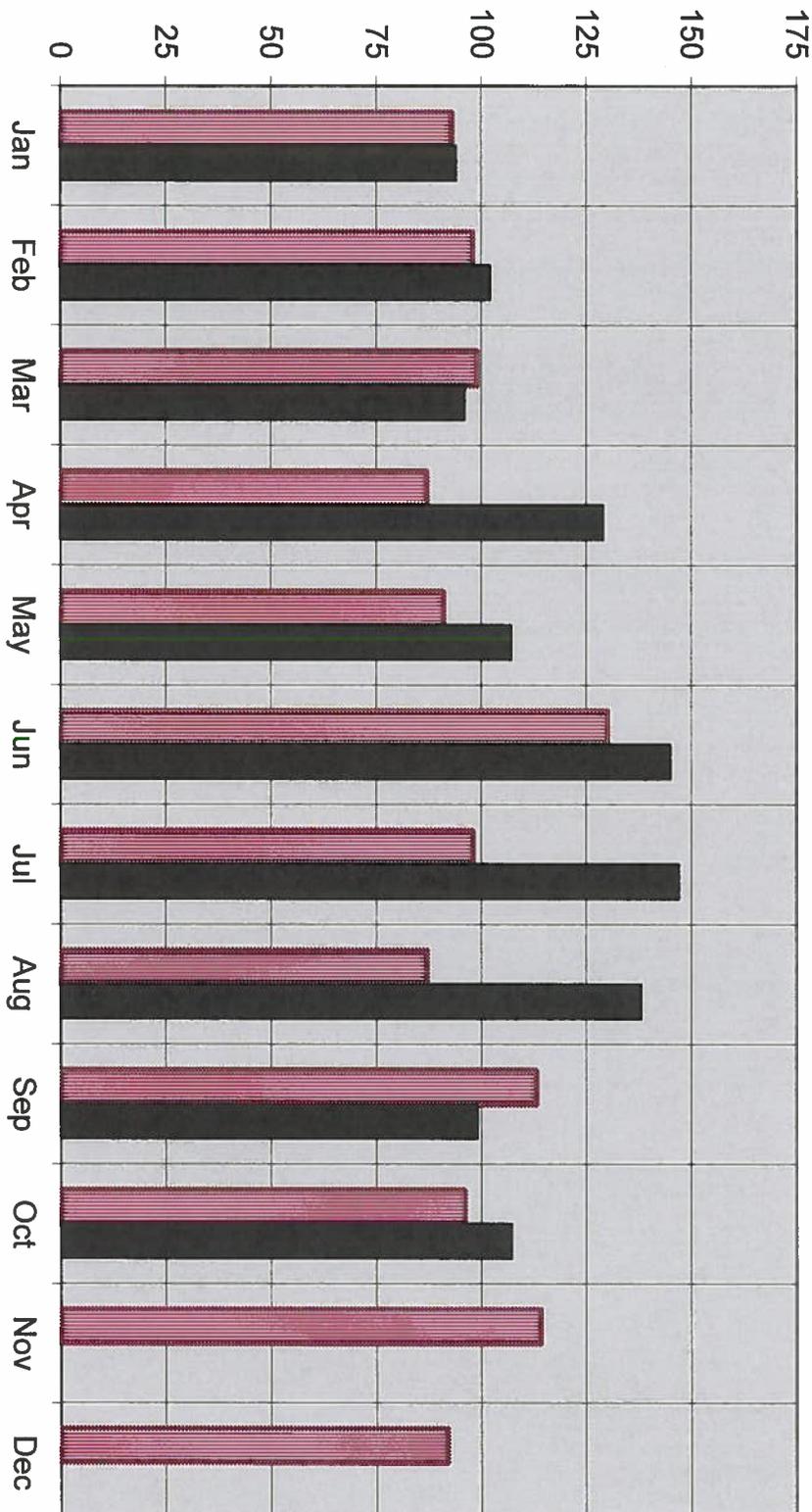
Exhibit A: Municipal Court Monthly Activity and Graphs

Citations Filed

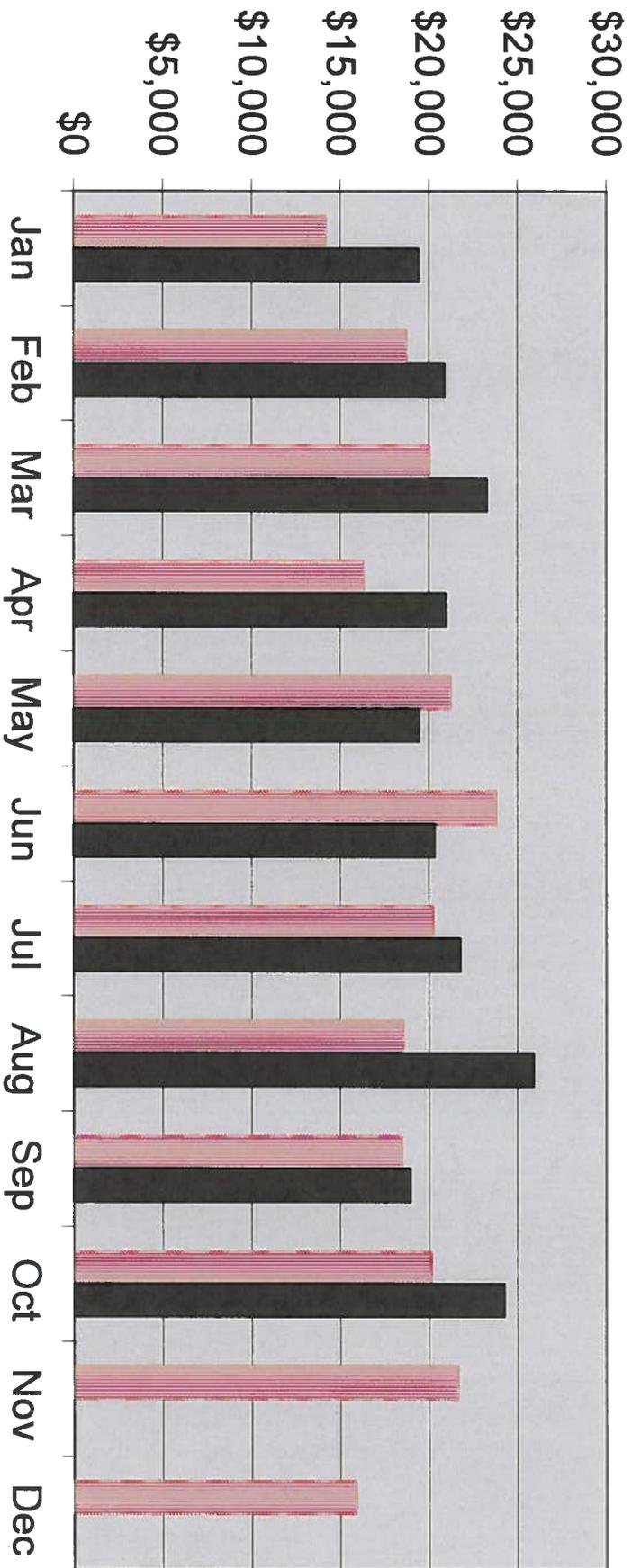
■ 2015 ■ 2016



Court Appearances

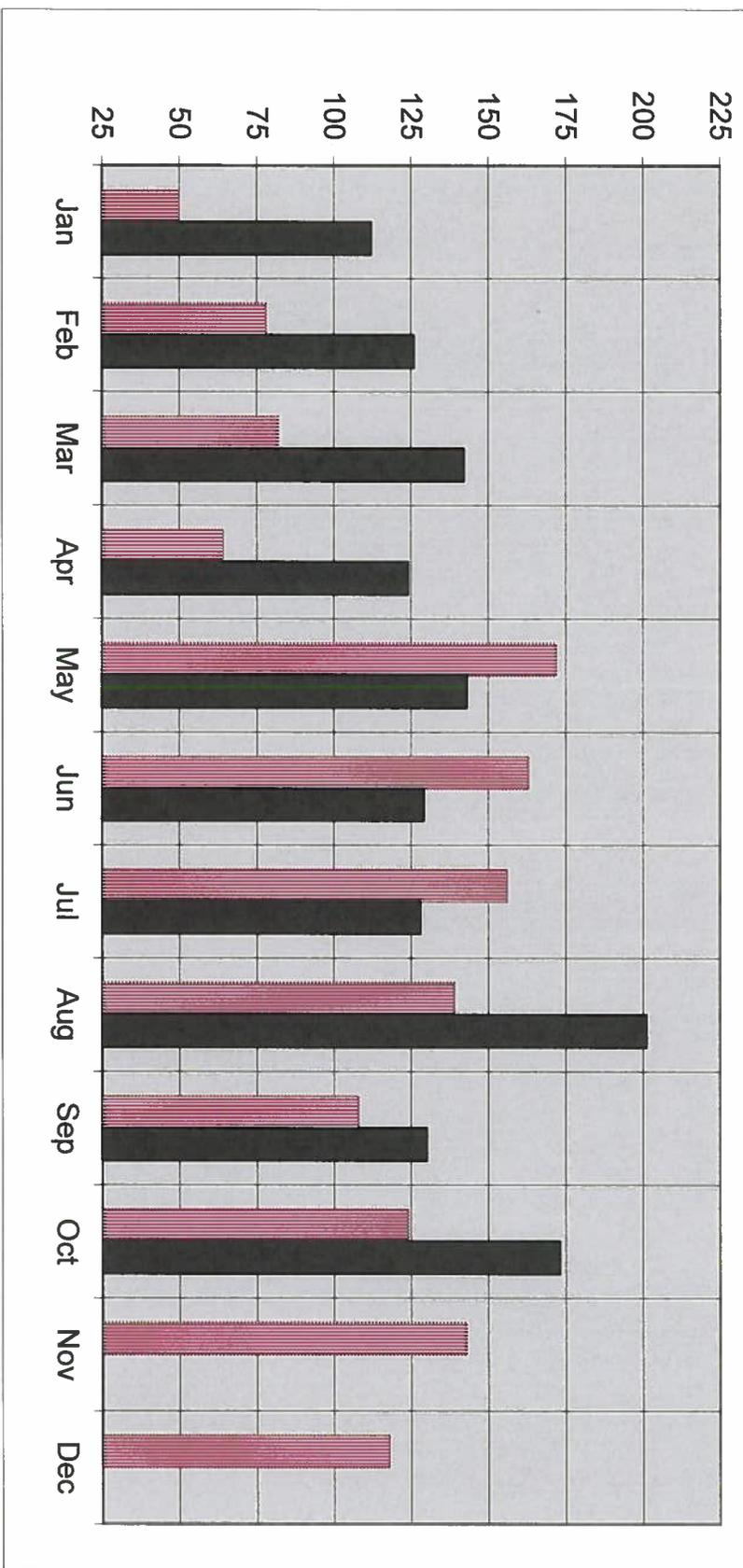


Fines Collected



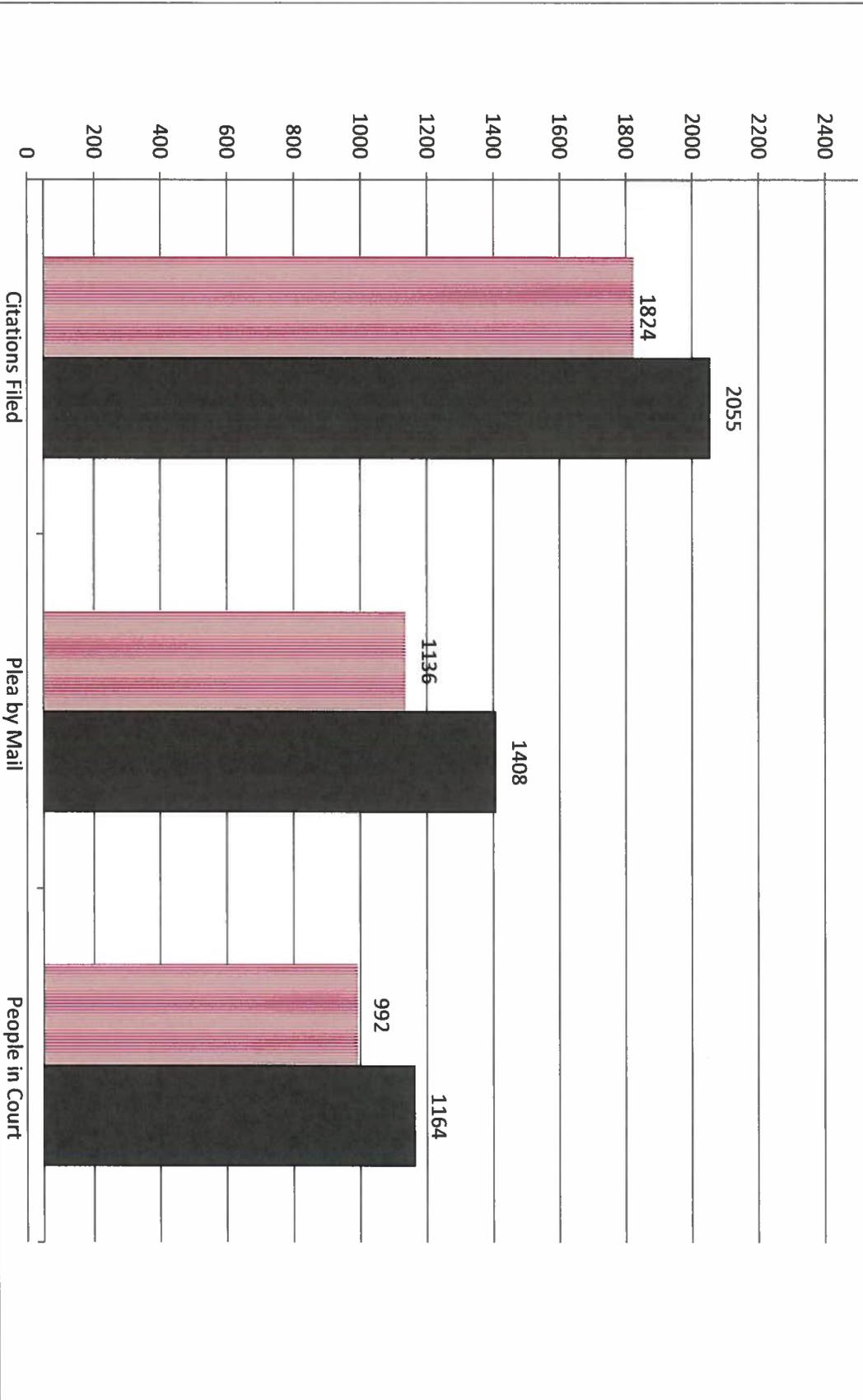
Plea By Mail Offered

■ 2015 ■ 2016



Year to Date Totals

■ 2015 ■ 2016



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ITEM: 10d(i)

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF THE CITY COUNCIL

FROM: JAY GOLDIE, DEPUTY CITY MANAGER/DIRECTOR OF PUBLIC WORKS

SUBJECT: PUBLIC WORKS OCTOBER 2016-MONTH END REPORT

DATE: NOVEMBER 15, 2016

The Streets crew picked up the painted snow plows for the annual “paint a plow” art project. Public Works began this program four years ago and it continues to be a positive project for students and staff. Watch for some new art designs by creative students this winter. The crew wrapped up crack sealing operations in October. Fall street sweeping operations continued through October and will continue as long as weather permits. The crew also completed the Clarkson sharrow installation and started the Cherrymoor entrance culvert replacement project. Gravel road maintenance was performed on Middle Road, Parkway, Cherry Lane at Dahlia, Fairfax and Birch. Winter will eventually arrive in Colorado and staff performed annual maintenance on snow plows and winter equipment in preparation for the winter season.

Parks staff spent multiple hours performing a variety of maintenance tasks including: mowing of City ROW’s, parks and trails, Citywide trash pick-up, Citywide sweeping (paved trails), irrigation repair and maintenance, vehicle equipment maintenance, fence repair, trail repair and Citywide tree trimming. Parks staff also completed an additional round of fall seeding along City ROW’s and bridle trails.

As of October, the City issued 130 right-of-way (ROW) permits in 2016.

ATTACHMENTS

October 2016 Public Works logs
Right-of-Way Monthly Report

OCTOBER 2016 PARKS RECORD LOG SHEET

	Week 40	Week 41	Week 42	Week 43	Week	TOTALS
ad - Administrative Office Work	6			12		18
bm - Building Maintenance						0
cn - Concrete						0
cp - Overseeing contractor project						0
cr - Crackseal		10				10
fn - Fence repairs				16		16
ft - Fertilizing Trees						0
gm - Gen. Maint to trails, parks, ROW	20	43	26	28		117
gps - GPS and Mapping						0
hl-d - Loads to dump				8		8
hl-po - Materials to shop						0
hl-r - Loads to recycle shop						0
hl-s - Loads to shop						0
ir - Irrigation repairs		14	76	12		102
ln - Landscape Repairs	14	75				89
Misc - Miscellaneous						0
mw-p - Mowing Parks						0
mw-e - Mowing entry features	39	20	26	20		105
mw-r - Mowing rights of ways						0
mw-t - Mowing Trails						0
pl - Planting						0
pm - Preventative maint/repair on equip		2				2
po - Purchase materials all operations						0
se - Special Events						0
sg - Sign repair						0
shp - Shop Work	12					12
sn - Snow						0
spw - Spray Weeds						0
sw-t - Sweeping trails		14				14
tr - Training & Conf/including safety	7	2				9
ts - Trash both cans and loose trash	4	4	4	4		16
tt - Trimming trees & maint & wrapping	52		8			60
wa - Watering	6					6
wd-m - Weed cutting mains						0
wd-p - Weed cutting parks						0
wd-r - Weed cutting rights of ways						0
wd-t - Weed cutting trails						0
pto - Paid Time Off	40	16	50	60		166
hol - Holiday Pay						0
to-c - Time off comp						0
to-w - Time off for workers comp						0
TOTAL HOURS	200	200	190	160	0	750
MATERIALS						
mu - Mulch						0
ts - Top soil						0
sr-r - Split rail - Rails						0
sr-p - Split rail - Posts						0
tb - Tree branches						0
Sod						0
ms - Misc materials						0
rb - Road Base						0
Bollards						0
Rock						0
Construction Materials						0
Clippings						0
Trash						0
Planters Mix						0

OCTOBER 2016 STREETS RECORD LOG SHEET

	Week 40	Week 41	Week 42	Week 43	Week	TOTALS
ad - Administrative Office Work	22	10	27	9		68
as - Asphalt patching operations	9		32	1		42
bm - Building Maintenance						0
cn - Concrete repairs						0
cp - Overseeing contractor operations		10		2		12
cr - Sealing Operation	120	204				324
dr - Drainage Work			24	147		171
fn - Fence repairs						0
gm - General Maintenance						0
gv - Gravel road maintenance	16		25	27		68
hl-d - Loads to dump	10	4		2		16
hl-po - Materials hauled to shop						0
hl-r - Loads to recycle plant						0
hl-s - Loads to shop						0
ir - Irrigation repairs						0
ln - Landscape Repairs						0
Misc	2		10			12
mw-p - Mowing parks						0
mw-r - Mowing Rights of Ways						0
mw-t - Mowing Trails						0
pm - Preventative Maintenance	17					17
po - Purchasing materials			8	2		10
pt - Street Painting			14			14
sg - Sign Work	5					5
sh - Shouldering work for Asphalt						0
shp - Shop Work		4	23			27
sn - Snow removal operations						0
sw - Sweeper operations & cleanup	10	8	49	12		79
tr - Training & Conferences	14					14
ts - Trash (cans and loose)						0
tt - Tree Trimming			10			10
wd-p - Weed cutting parks						0
wd-r - Weed cutting rights of ways						0
wd-s - Weed Spray						0
wd-t - Weed cutting trails						0
pto - Paid time off	15		18	36		69
to-c - Time off comp						0
to-w - Time off workers comp						0
Hol - Holiday						0
TOTALS	240	240	240	238	0	958

MATERIALS

	tons					
as-in - Asphalt (Shop-Laid)	tons	4		3	26	33
as-out - Asphalt (demo)	tons				40	40
rb - Road base	tons					0
cn - Concrete (Demo)	tons					0
cn - Concrete	yards					0
ts - Topsoil	yards					0
Mulch	yards					0
tb - Tree Branches	loads					0
cf - Crusher Fines	tons					0
ss - Salt/Sand	tons					0
ms - Misc.	loads					0
sw-dump - Sweepings	tons	46	17	24	13	100
sw-shop - Sweepings	tons		12	48	12	72
Ditch Dirt	loads					0
Rock	tons					0
water, mag						0
Trash	loads					0
Construction Debris	loads					0

2016 RIGHT-OF-WAY PERMITS
MONTHLY REPORT

JANUARY 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
12	2	2	2				18

FEBRUARY 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
5		2	1				8

MARCH 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
6	1	3	1	1	1		13

APRIL 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
8		2					10

MAY 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
8	3	5	1				17

JUNE 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
7	8	3	2				20

JULY 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
3	1	1			1		6

AUGUST 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
5	4				2		11

SEPTEMBER 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
12	2						14

OCTOBER 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
8	3	2					13

NOVEMBER 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
							0

DECEMBER 2016							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
							0

2016 YEAR END TOTALS							
UTILITY WORK	DRIVEWAY INSTALL/REPAIR	VEHICLE TRACKING PAD	OCCUPATION	PARKS/TRAILS	LANDSCAPE	MAJOR JOBS	TOTAL PERMITS
74	24	20	7	1	4	0	130

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ITEM: 10d(ii)

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF THE CITY COUNCIL

FROM: KAREN PROCTOR, DIRECTOR OF FINANCE AND ADMINISTRATION

SUBJECT: UNAUDITED FINANCIAL STATEMENTS-OCTOBER 2016

DATE: NOVEMBER 15, 2016

ISSUE How do the City of Cherry Hills Village finances through October compare to budget?

DISCUSSION

- **Background**

The City Council approved the 2016 General Fund budget with revenues equal to expenditures in the amount of \$7,004,867 and a Capital Fund with an approved 2016 budget deficit of \$765,348.

- **Analysis**

At the end of October actual General Fund revenues exceeded expenditures by \$990,467. Forecasted revenue and expenditures through December 2016 show revenues exceeding expenditures by approximately \$438,276.

At the end of October, the Capital Fund shows a deficit of \$846,011. The year-end forecast shows that the deficit will be approximately \$3.5 million due to an expected land purchase in 2016, but COP funds delivery in 2017 (\$3.5 million COP proceeds in the 2016 budget). The Capital Fund will receive COP proceeds in early 2017 and will be reimbursed for the land purchase.

ATTACHMENTS

Exhibit A: Financial Snapshot October 2016

Exhibit B: General Fund Statement of Revenue and Expenditures Summary

Exhibit C: October 2016 Financial Statements

The City of Cherry Hills Village Financial Snapshot For October 2016

			<u>% of 2016 Budget</u>	<u>Notes:</u>
GENERAL FUND (01)				
Revenues				
Budget:	\$	7,004,867		
Received to Date:	\$	6,212,887		
% of Year Completed:		83%		
% Received YTD:		89%		
Expenditures				
Administration				
Budget:	\$	1,861,128		
Expended to Date:	\$	1,484,494		
% of Year Completed:		83%		
% Expended YTD:		80%		
Community Development				
Budget:	\$	604,870		
Expended to Date:	\$	378,901		
% of Year Completed:		83%		
% Expended YTD:		63%		
Public Safety				
Budget:	\$	3,155,024		
Expended to Date:	\$	2,345,690		
% of Year Completed:		83%		
% Expended YTD:		74%		
Public Works				
Budget:	\$	1,147,281		
Expended to Date:	\$	823,895		
% of Year Completed:		83%		
% Expended YTD:		72%		
To Year End General Fund Revenues are Projected to Exceed Expenditures By:				
\$438,276				
CAPITAL FUND (02) EXPENDITURES				
Budget:	\$	4,605,065		
Expended to Date:	\$	1,471,853		
% of Year Completed:		83%		
% Expended YTD:		32%		
PARKS AND RECREATION (30) EXPENDITURES				
Budget:	\$	1,787,749		Principal and interest payments made in December
Expended to Date:	\$	574,102		
% of Year Completed:		83%		
% Expended YTD:		32%		

**GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ESTIMATE	2016 BUDGET
REVENUE					
Current Property Taxes @ 7.30 Mills	2,196,853	2,123,466	2,129,487	2,481,111	2,461,683
User/Tax Motor Vehicles	1,101,958	1,146,976	1,105,996	984,576	1,066,887
Sales Tax	1,205,914	1,225,012	1,122,134	990,405	991,232
Service Expansion Fees	160,094	164,276	154,522	140,236	150,000
Building Permits	477,725	811,537	617,789	706,256	550,000
Franchise Fees	431,275	455,827	407,553	338,119	359,700
Highway Users Tax	242,555	246,369	254,789	230,208	241,697
Municipal Court Fines	277,314	278,297	228,886	255,037	270,000
County Road & Bridge Levy	120,336	113,504	113,995	110,270	134,381
Specific Ownership Tax	(17,680)	-	-	-	264,000
Other Revenues	584,678	733,539	989,727	557,788	515,287
TOTAL OPERATING REVENUE	6,781,022	7,298,803	7,124,878	6,794,007	7,004,867
EXPENDITURES					
Administration	1,572,634	1,799,030	1,368,387	1,773,545	1,861,128
Judicial	82,124	90,501	81,424	74,503	75,279
Data Processing	98,899	130,595	121,615	129,244	133,583
Community Development	424,062	431,478	549,527	474,611	604,870
Crter	16,364	19,854	21,361	29,835	30,500
Public Safety	2,507,255	2,529,088	3,094,845	2,854,794	3,152,225
Public Works	787,375	901,474	1,156,758	1,019,198	1,147,282
TOTAL OPERATING EXPENDITURES	5,488,713	5,902,020	6,393,917	6,355,731	7,004,867
Management Contingency/Transfer Out	-	-	-	-	-
TOTAL EXPENDITURES	5,488,713	5,902,020	6,393,917	6,355,731	7,004,867
OPERATING GAIN/(LOSS)	1,292,309	1,396,783	730,960	438,276	0
EXTRAORDINARY EXPENSES					
Transfer to Parks and Rec Fund	-	-	1,542,491	-	-
Transfer to Capital Fund	965,056	1,065,944	-	-	-
TOTAL EXTRAORDINARY EXPENSES	965,056	1,065,944	1,542,491	-	-
BEGINNING FUND BALANCE	6,142,706	6,469,959	6,800,798	5,989,267	6,427,543
ADD/(SUBTRACT) OPERATING DIFFERENCE	1,292,309	1,396,783	730,960	438,276	0
LESS: EXTRAORDINARY EXPENSES	(965,056)	(1,065,944)	(1,542,491)	-	-
ENDING FUND BALANCE	6,469,959	6,800,798	5,989,267	6,427,543	6,427,543
EMERGENCY RESERVE	548,871	590,202	639,392	635,573	700,487
AVAILABLE FUND BALANCE	5,921,087	6,210,596	5,349,875	5,791,970	5,727,056

CITY OF CHERRY HILLS VILLAGE
BALANCE SHEET
OCTOBER 31, 2016

GENERAL FUND

ASSETS

01-1000	CASH - COMBINED FUND	(946,393.71)	
01-1011	CASH ON HAND-GEN FUND		350.00	
01-1015	XPRESS DEPOSIT ACCOUNT		578.00	
01-1029	CASH ON DEPOSIT-CRIER	(90,469.73)	
01-1031	CASH-COUNTY TREASURER GENERAL		7,245.30	
01-1032	CASH-CTY CLERK USE TAX		83,304.91	
01-1042	INVESTMENT ACCT-CSAFE		103,421.03	
01-1043	INVEST ACCT-COLOTRUST+		6,950,841.94	
01-1045	1ST BANK CD'S		507,983.32	
01-1046	MIDFIRST BANK CD'S		510,393.24	
01-1051	TAXES RECEIVABLE	(18,432.93)	
01-1151	ACCOUNTS RECEIVABLE		1,439.00	
01-1152	SALES TAX RECEIVABLE	(.01)	
01-1551	HEALTH/DENTAL INS. PAYABLES		16,454.98	
01-1601	LAND		15,169,580.08	
01-1631	BUILDINGS		4,986,859.61	
01-1632	GROUND IMPROVEMENTS		223,820.14	
01-1641	PUBLIC WORKS EQUIPMENT		1,591,966.59	
01-1642	PUBLIC SAFETY EQUIPMENT		683,640.85	
01-1643	ADMINISTRATION EQUIPMENT		232,947.35	
01-1645	CONSTRUCTION IN PROCESS		33,957.50	
01-1701	COMPUTER LOAN PROGRAM		9,670.04	
	TOTAL ASSETS			30,059,157.50

LIABILITIES AND EQUITYLIABILITIES

01-2014	PAYROLL PAYABLES-ZERO BALANCE		.08	
01-2015	FICA/FWH PAYABLES	(168.56)	
01-2020	HEALTH SAVINGS PAYABLES	(19.14)	
01-2025	LIFE, DEP, STD & LTD INS	(3,206.85)	
01-2201	RECOGNIZANCE BONDS		735.00	
01-2221	RESERVE-TAXES RECEIV.	(18,432.93)	
01-2251	CHERRY HILLS GIFT FUND ESCROW		17,328.56	
01-2370	BUILDING ESCROW		125,416.27	
01-2380	ROW-DRIVEWAYS		35,000.00	
01-2641	INVESTMENT IN FIXED ASSETS		22,922,772.12	
	TOTAL LIABILITIES			23,079,424.55

FUND EQUITY

01-2901	RESTRICTED FUND BALANCE-ART		18,039.00	
01-2952	TABOR EXCESS		1,078,951.30	
	UNAPPROPRIATED FUND BALANCE:			
01-2900	FUND BALANCE	4,892,275.22		
	REVENUE OVER EXPENDITURES - YTD	990,467.43		
	BALANCE - CURRENT DATE			5,882,742.65

CITY OF CHERRY HILLS VILLAGE
BALANCE SHEET
OCTOBER 31, 2016

GENERAL FUND

TOTAL FUND EQUITY	<u>6,979,732.95</u>
TOTAL LIABILITIES AND EQUITY	<u><u>30,059,157.50</u></u>

CITY OF CHERRY HILLS VILLAGE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUES</u>					
01-310-3111	5,088.86	2,481,111.46	2,461,683.00	(19,428.46)	100.8
01-310-3121	.00	.00	264,000.00	264,000.00	.0
01-310-3161	44,610.74	268,885.23	359,700.00	90,814.77	74.8
01-310-3162	36,912.45	109,334.20	133,000.00	23,665.80	82.2
01-310-3191	536.16	6,170.57	6,000.00	(170.57)	102.8
01-310-3311	110,061.84	820,405.34	991,232.00	170,826.66	82.8
01-310-3312	87,689.43	824,575.79	1,066,887.00	242,311.21	77.3
TOTAL TAX REVENUES	284,899.48	4,510,482.59	5,282,502.00	772,019.41	85.4
<u>LICENSE AND PERMIT REVENUES</u>					
01-320-3211	1,891.25	7,441.25	7,201.00	(240.25)	103.3
01-320-3213	125.00	30,800.00	30,000.00	(800.00)	102.7
01-320-3221	57,982.32	636,256.08	550,000.00	(86,256.08)	115.7
01-320-3222	3,212.80	130,235.90	150,000.00	19,764.10	86.8
01-320-3223	.00	.00	2,000.00	2,000.00	.0
01-320-3224	.00	.00	3,600.00	3,600.00	.0
01-320-3225	6,525.00	95,169.83	90,000.00	(5,169.83)	105.7
01-320-3226	.00	.00	500.00	500.00	.0
01-320-3227	80.00	2,250.00	2,200.00	(50.00)	102.3
01-320-3228	4,837.50	48,567.50	55,000.00	6,432.50	88.3
01-320-3229	.00	2,400.00	2,000.00	(400.00)	120.0
01-320-3230	.00	4,950.00	8,000.00	3,050.00	61.9
TOTAL LICENSE AND PERMIT REVENUES	74,653.87	958,070.56	900,501.00	(57,569.56)	106.4
<u>INTERGOVERNMENTAL REVENUES</u>					
01-330-3321	2,173.50	20,864.49	25,000.00	4,135.51	83.5
01-330-3342	316.55	2,897.61	2,800.00	(97.61)	103.5
01-330-3352	24,356.16	189,954.01	241,697.00	51,742.99	78.6
01-330-3371	.00	104,756.38	134,381.00	29,624.62	78.0
TOTAL INTERGOVERNMENTAL REVENUES	26,846.21	318,472.49	403,878.00	85,405.51	78.9
<u>CHARGES FOR SERVICES REVENUES</u>					
01-350-3420	6,827.50	45,502.50	55,000.00	9,497.50	82.7
01-350-3421	800.00	3,500.00	1,000.00	(2,500.00)	350.0
01-350-3511	24,227.00	215,037.26	270,000.00	54,962.74	79.6
01-350-3512	.00	6,189.32	12,000.00	5,810.68	51.6
01-350-3513	1,600.00	16,290.00	20,000.00	3,710.00	81.5
TOTAL CHARGES FOR SERVICES REVENUES	33,454.50	286,519.08	358,000.00	71,480.92	80.0

CITY OF CHERRY HILLS VILLAGE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUES</u>					
01-360-3611 INTEREST INCOME	4,849.56	36,364.93	12,000.00	(24,364.93)	303.0
01-360-3612 PENALTY-BUILDING PERMITS	445.08	2,795.08	3,000.00	204.92	93.2
01-360-3650 CRIER CONTRIBUTIONS	100.00	4,920.00	7,000.00	2,080.00	70.3
01-360-3660 CRIER ADVERTISEMENT	430.00	6,755.00	10,000.00	3,245.00	67.6
01-360-3680 OTHER REVENUES	3,740.82	18,422.31	20,000.00	1,577.69	92.1
01-360-3681 DONATION TO THE ART COMMISSION	.00	63,129.97	.00	(63,129.97)	.0
01-360-3690 LEASE PROCEEDS	.00	6,955.00	7,986.00	1,031.00	87.1
TOTAL MISCELLANEOUS REVENUES	<u>9,565.46</u>	<u>139,342.29</u>	<u>59,986.00</u>	<u>(79,356.29)</u>	<u>232.3</u>
TOTAL FUND REVENUE	<u>429,419.52</u>	<u>6,212,887.01</u>	<u>7,004,867.00</u>	<u>791,979.99</u>	<u>88.7</u>

CITY OF CHERRY HILLS VILLAGE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION DEPARTMENT</u>					
01-411-1011 PERSONNEL SERVICES	39,381.95	409,912.09	496,616.00	86,703.91	82.5
01-411-1012 FEE PERSONNEL	1,200.00	13,200.00	16,800.00	3,600.00	78.6
01-411-1013 SOCIAL SECURITY TAXES	3,051.05 (1,257.98)	39,729.00	40,986.98 (3.2)
01-411-1014 RETIREMENT 401-NONSWORN	1,172.96	5,191.72	35,000.00	29,808.28	14.8
01-411-1015 RETIREMENT	681.30 (566.43)	65,000.00	65,566.43 (.9)
01-411-1016 HEALTH-LIFE-DENTAL INSURANCE	4,313.12	42,471.29	487,522.00	445,050.71	8.7
01-411-1017 UNEMPLOY-WORKMENS COMP INS	.00	70,382.92	113,000.00	42,617.08	62.3
01-411-1019 OVERTIME	.00	980.75	.00 (980.75)	.0
01-411-2021 OFC-SUPPLIES-POSTAGE	3,216.20	13,385.03	16,280.00	2,894.97	82.2
01-411-2022 PRINTING-REPRODUCTION	719.04	1,936.44	2,500.00	563.56	77.5
01-411-2028 SPECIAL MATERIALS	110.34	1,571.59	2,500.00	928.41	62.9
01-411-3031 GAS-HEAT-LIGHT	1,661.20	16,427.85	21,000.00	4,572.15	78.2
01-411-3033 COMMUNICATIONS	1,592.27	16,380.55	28,000.00	11,619.45	58.5
01-411-3035 SEWER	.00	2,853.08	3,136.00	282.92	91.0
01-411-4040 COUNTY TREASURER FEES	62.73	28,030.60	24,617.00 (3,413.60)	113.9
01-411-4041 COUNTY USE TAX FEES	4,384.48	41,237.09	53,344.00	12,106.91	77.3
01-411-4042 AUDIT	.00	8,500.00	8,500.00	.00	100.0
01-411-4043 LEGAL	10,114.50	121,054.30	150,000.00	28,945.70	80.7
01-411-4049 OTHER CONTRACTUAL SERVICES	1,326.15	30,599.23	16,492.00 (14,107.23)	185.5
01-411-6061 INSURANCE-BONDS	30,609.75	127,237.30	130,000.00	2,762.70	97.9
01-411-6062 ELECTION EXPENSE	.00	35.00	6,000.00	5,965.00	.6
01-411-6063 TRAIN.-DUES-TRAVEL-SUBSC	3,801.26	45,946.41	95,817.00	49,870.59	48.0
01-411-6064 TESTING-PHYSICALS	.00	175.50	300.00	124.50	58.5
01-411-6066 LEGAL PUBLICATIONS	.00	.00	300.00	300.00	.0
01-411-6067 SPECIAL EVENTS	.00	4,995.83	2,500.00 (2,495.83)	199.8
01-411-6068 MISCELLANEOUS EXPENSES	3,086.46	54,417.03	44,675.00 (9,742.03)	121.8
01-411-7071 EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
TOTAL ADMINISTRATION DEPARTMENT	110,484.76	1,055,097.19	1,861,128.00	806,030.81	56.7
<u>JUDICIAL DEPARTMENT</u>					
01-412-1011 PERSONAL SERVICES	4,006.16	44,227.76	51,471.00	7,243.24	85.9
01-412-1012 FEE PERSONNEL	1,000.00	11,000.00	13,000.00	2,000.00	84.6
01-412-1013 SOCIAL SECURITY TAXES	313.56	3,469.02	4,118.00	648.98	84.2
01-412-1015 RETIREMENT	192.30	2,115.30	.00 (2,115.30)	.0
01-412-1016 HEALTH-LIFE-DENTAL INSURANCE	1,086.51	10,865.10	.00 (10,865.10)	.0
01-412-2021 OFC SUPPLIES-POSTAGE	.00	56.92	100.00	43.08	56.9
01-412-2022 PRINTING-REPRODUCTION	.00	165.00	400.00	235.00	41.3
01-412-4050 JURY-WITNESS FEES	.00	.00	100.00	100.00	.0
01-412-6063 TRAIN.-DUES-TRAVEL-SUBSC	70.00	573.00	560.00 (13.00)	102.3
01-412-6067 INTERPRETERS	242.50	850.00	850.00	.00	100.0
01-412-6068 MISCELLANEOUS EXPENSES	.00	329.00	4,680.00	4,351.00	7.0
TOTAL JUDICIAL DEPARTMENT	6,911.03	73,651.10	75,279.00	1,627.90	97.8

CITY OF CHERRY HILLS VILLAGE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DATA PROCESSING DEPARTMENT</u>					
01-414-2028	SOFTWARE	888.00	22,241.18	18,704.00 (3,537.18) 118.9
01-414-4049	OTHER CONTRACTUAL SERVICES	6,261.25	68,223.48	97,132.00	28,908.52 70.2
01-414-7071	EQUIPMENT	883.00	13,769.39	17,747.00	3,977.61 77.6
TOTAL DATA PROCESSING DEPARTMENT		8,032.25	104,234.05	133,583.00	29,348.95 78.0
<u>COMMUNITY DEVELOPMENT DEPARTME</u>					
01-418-1011	PERSONNEL SERVICES	14,563.71	178,098.90	254,972.00	76,873.10 69.9
01-418-1013	SOCIAL SECURITY TAXES	1,157.69	13,982.91	20,398.00	6,415.09 68.6
01-418-1014	RETIREMENT 401-NONSWORN	10.00	2,125.91	.00 (2,125.91) .0
01-418-1015	RETIREMENT	197.66	4,748.74	.00 (4,748.74) .0
01-418-1016	HEALTH-LIFE-DENTAL INSURANCE	1,498.45	12,556.66	.00 (12,556.66) .0
01-418-2021	OFCE SUPPLIES-POSTAGE	22.17	1,883.06	4,500.00	2,616.94 41.9
01-418-2022	PRINTING-REPRODUCTION	190.00	1,815.12	3,200.00	1,384.88 56.7
01-418-2028	SPECIAL MATERIALS	.00	72.00	250.00	178.00 28.8
01-418-3033	TELEPHONE	.00	702.59	850.00	147.41 82.7
01-418-4041	GREEN BUILDING REBATES	.00	.00	20,000.00	20,000.00 .0
01-418-4042	CONTRACTED PLAN REVIEW	5,050.00	56,312.50	70,000.00	13,687.50 80.5
01-418-4045	ENGINEERING SERVICES	1,128.25	24,253.25	30,000.00	5,746.75 80.8
01-418-4047	BUILDING INSPECTION	9,456.75	93,856.70	150,000.00	56,143.30 62.6
01-418-4049	OTHER CONTRACTUAL SERVICES	.00	5,253.98	40,000.00	34,746.02 13.1
01-418-6063	TRAIN.-DUES-TRAVEL-SUBSC	.00	27.95	4,900.00	4,872.05 .6
01-418-6068	MISCELLANEOUS EXPENSE	544.00	1,813.25	4,000.00	2,186.75 45.3
01-418-7071	EQUIPMENT	399.12	828.29	1,800.00	971.71 46.0
TOTAL COMMUNITY DEVELOPMENT DEPARTME		34,217.80	398,331.81	604,870.00	206,538.19 65.9
<u>VILLAGE CRIER DEPARTMENT</u>					
01-419-1012	FEE PERSONNEL	250.00	2,800.00	3,000.00	200.00 93.3
01-419-2021	OFFICE SUPPLIES, POSTAGE	744.16	7,314.60	10,500.00	3,185.40 69.7
01-419-2022	PRINTING	3,188.00	14,420.00	17,000.00	2,580.00 84.8
TOTAL VILLAGE CRIER DEPARTMENT		4,182.16	24,534.60	30,500.00	5,965.40 80.4

CITY OF CHERRY HILLS VILLAGE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY DEPARTMENT</u>					
01-421-1011 PERSONNEL SERVICES	160,486.09	1,839,478.51	2,263,049.00	423,570.49	81.3
01-421-1013 SOCIAL SECURITY TAXES	4,052.62	46,798.94	67,891.00	21,092.06	68.9
01-421-1014 POLICE PENSION CONTRIBUTIONS	1,698.14	111,936.45	145,000.00	33,063.55	77.2
01-421-1015 RETIREMENT	3,280.72	36,283.53	.00	(36,283.53)	.0
01-421-1016 HEALTH-LIFE-DENTAL INSURANCE	23,959.92	249,109.04	.00	(249,109.04)	.0
01-421-1018 UNIFORM EXPENSE	1,980.20	10,010.01	26,150.00	16,139.99	38.3
01-421-1019 OVERTIME	1,983.92	19,827.86	70,000.00	50,172.14	28.3
01-421-1020 EXTRA DUTY	4,845.00	39,302.42	70,000.00	30,697.58	56.2
01-421-2021 OFC SUPPLIES-POSTAGE	416.22	6,605.41	8,670.00	2,064.59	76.2
01-421-2022 PRINTING-REPRODUCTION	.00	3,654.19	5,780.00	2,125.81	63.2
01-421-2023 CRIME PREVENTION	.00	3,267.03	4,000.00	732.97	81.7
01-421-2024 DARE	.00	.00	1,000.00	1,000.00	.0
01-421-2028 SPECIAL MATERIALS	1,011.32	9,413.58	14,280.00	4,866.42	65.9
01-421-2029 ANIMAL CONTROL	.00	253.20	1,000.00	746.80	25.3
01-421-3031 ELECTRIC/GAS	2,526.78	19,740.85	27,300.00	7,559.15	72.3
01-421-3032 WATER	790.42	1,872.29	3,250.00	1,377.71	57.6
01-421-3033 TELEPHONE	1,458.83	17,803.01	28,750.00	10,946.99	61.9
01-421-3035 SEWER	.00	2,705.45	2,500.00	(205.45)	108.2
01-421-4048 VEHICLE MAINTENANCE CONTRACT	361.74	16,249.02	51,675.00	35,425.98	31.4
01-421-4049 OTHER CONTRACTUAL SERVICES	1,750.65	114,195.90	162,104.00	47,908.10	70.5
01-421-5051 BUILDING MAINTENANCE	233.26	10,300.88	24,625.00	14,324.12	41.8
01-421-5052 EQUIPMENT MAINTENANCE	.00	1,106.16	5,000.00	3,893.84	22.1
01-421-5053 VEHICLE MAINTENANCE	349.89	4,456.26	6,600.00	2,143.74	67.5
01-421-5054 GASOLINE-OIL	2,437.00	17,147.52	60,000.00	42,852.48	28.6
01-421-6063 TRNG-DUES-TRAVEL-SUBSC	877.47	17,144.75	32,000.00	14,855.25	53.6
01-421-6064 TESTING AND PHYSICAL EXAMS	131.00	3,689.29	10,000.00	6,310.71	36.9
01-421-6065 PRISONER EXPENSES	.00	910.02	7,800.00	6,889.98	11.7
01-421-6066 SPECIAL INVESTIGATIONS	100.00	1,115.19	2,800.00	1,684.81	39.8
01-421-6068 MISCELLANEOUS EXPENSES	1,072.00	8,593.60	15,000.00	6,406.40	57.3
01-421-7071 EQUIPMENT	3,996.73	18,112.23	36,000.00	17,887.77	50.3
TOTAL PUBLIC SAFETY DEPARTMENT	219,799.92	2,631,082.59	3,152,224.00	521,141.41	83.5

CITY OF CHERRY HILLS VILLAGE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS DEPARTMENT</u>					
01-431-1011 PERSONNEL SERVICES	49,113.46	537,279.85	685,955.00	148,675.15	78.3
01-431-1013 SOCIAL SECURITY TAXES	3,038.52	39,544.71	54,876.00	15,331.29	72.1
01-431-1014 RETIREMENT 401-NONSWORN	993.50	10,928.50	.00	(10,928.50)	.0
01-431-1015 RETIREMENT	880.09	8,102.26	.00	(8,102.26)	.0
01-431-1016 HEALTH-LIFE-DENTAL INSURANCE	9,701.35	92,562.10	.00	(92,562.10)	.0
01-431-1018 UNIFORM EXPENSE	59.98	3,123.50	5,400.00	2,276.50	57.8
01-431-1019 OVERTIME	680.26	7,514.18	14,000.00	6,485.82	53.7
01-431-2021 OFC SUPPLIES-POSTAGE	.00	777.00	1,900.00	1,123.00	40.9
01-431-2024 SNOW-ICE MATERIALS	6,949.36	30,665.71	25,000.00	(5,665.71)	122.7
01-431-2025 ROAD MAINT. MATERIALS	2,085.27	25,090.63	52,000.00	26,909.37	48.3
01-431-2026 CURB-GUTTER-SIDEWALKS	.00	.00	5,000.00	5,000.00	.0
01-431-2027 TRAFFIC CONTROL DEVICES	4,248.23	12,656.64	9,000.00	(3,656.64)	140.6
01-431-2028 SPECIAL MATERIALS	574.31	4,959.03	6,000.00	1,040.97	82.7
01-431-3032 WATER	483.64	483.64	2,100.00	1,616.36	23.0
01-431-3033 COMMUNICATIONS	157.78	2,879.88	7,050.00	4,170.12	40.9
01-431-3034 STREET LIGHTING	.00	.00	5,000.00	5,000.00	.0
01-431-4045 ENGINEERING SERVICES	916.00	1,624.50	12,500.00	10,875.50	13.0
01-431-4048 VEHICLE MAINTENANCE CONTRACT	947.81	30,019.76	50,000.00	19,980.24	60.0
01-431-4049 OTHER CONTRACTUAL SERVICES	12,072.69	46,216.29	57,000.00	10,783.71	81.1
01-431-5051 BUILDING MAINTENANCE	1,444.83	15,822.57	45,000.00	29,177.43	35.2
01-431-5052 EQUIPMENT MAINTENANCE	312.72	12,960.66	8,500.00	(4,460.66)	152.5
01-431-5053 VEHICLE MAINTENANCE	261.09	4,446.18	20,000.00	15,553.82	22.2
01-431-5054 GASOLINE-OIL	6,860.64	22,653.09	35,000.00	12,346.91	64.7
01-431-6063 TRNG-DUES-TRAVEL-SUBSC	135.00	8,078.57	9,000.00	921.43	89.8
01-431-6064 TESTING PHYSICALS	18.00	476.00	2,000.00	1,524.00	23.8
01-431-6068 MISCELLANEOUS EXPENSES	1,100.00	8,460.65	8,500.00	39.35	99.5
01-431-7000 PUBLIC ART	14.99	6,116.21	20,000.00	13,883.79	30.6
01-431-7071 EQUIPMENT	.00	2,046.13	6,500.00	4,453.87	31.5
TOTAL PUBLIC WORKS DEPARTMENT	103,049.52	935,488.24	1,147,281.00	211,792.76	81.5
TOTAL FUND EXPENDITURES	486,677.44	5,222,419.58	7,004,865.00	1,782,445.42	74.6
NET REVENUE OVER EXPENDITURES	(57,257.92)	990,467.43	2.00	(990,465.43)	49523

CITY OF CHERRY HILLS VILLAGE
BALANCE SHEET
OCTOBER 31, 2016

CAPITAL FUND

ASSETS

02-1000	CASH - COMBINED FUND	2,371,610.62	
02-1031	CASH-COUNTY TREASURER GENERAL	10,433.44	
02-1043	INVSEST ACCOUNT-COLOTRUST	3,114,100.12	
02-1051	TAXES RECEIVABLE	(274,047.12)	
	TOTAL ASSETS		<u><u>5,222,097.06</u></u>

LIABILITIES AND EQUITY

LIABILITIES

02-2221	RESERVE-TAXES RECEIVABLE	(274,047.12)	
	TOTAL LIABILITIES		(274,047.12)

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
02-2900	FUND BALANCE	6,342,154.69	
	REVENUE OVER EXPENDITURES - YTD	(846,010.51)	
	BALANCE - CURRENT DATE		<u>5,496,144.18</u>
	TOTAL FUND EQUITY		<u>5,496,144.18</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>5,222,097.06</u></u>

CITY OF CHERRY HILLS VILLAGE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

CAPITAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUES</u>						
02-310-3111	CURRENT PROPERTY TAX	647.67	315,777.83	337,217.00	21,439.17	93.6
02-310-3121	SPECIFIC OWNERSHIP TAX	27,702.03	295,486.29	.00	(295,486.29)	.0
	TOTAL TAX REVENUES	28,349.70	611,264.12	337,217.00	(274,047.12)	181.3
<u>MISCELLANEOUS REVENUES</u>						
02-360-3610	BOND PROCEEDS	.00	.00	3,500,000.00	3,500,000.00	.0
02-360-3611	INTEREST INCOME	2,148.98	14,578.30	2,500.00	(12,078.30)	583.1
	TOTAL MISCELLANEOUS REVENUES	2,148.98	14,578.30	3,502,500.00	3,487,921.70	.4
	TOTAL FUND REVENUE	30,498.68	625,842.42	3,839,717.00	3,213,874.58	16.3

CITY OF CHERRY HILLS VILLAGE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

CAPITAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL FUND EXPENDITURES</u>					
02-441-1000 TRAIL IMPROVEMENTS	.00	.00	325,000.00	325,000.00	.0
02-441-1001 COP PAYMENT	.00	.00	96,263.00	96,263.00	.0
02-441-1002 ART PURCHASES	.00	395,000.00	.00	(395,000.00)	.0
02-441-1101 VILLAGE CENTER IMPROVEMENTS	3,402.00	39,527.14	1,260,000.00	1,220,472.86	3.1
02-441-1102 COMPUTER EQUIPMENT	.00	16,552.00	22,952.00	6,400.00	72.1
02-441-2103 POLICE EQUIPMENT	.00	7,780.00	94,350.00	86,570.00	8.3
02-441-2104 POLICE VEHICLES	.00	136,002.82	162,600.00	26,597.18	83.6
02-441-2107 POLICE MOTORCYCLE PROGRAM	.00	34,667.05	52,900.00	18,232.95	65.5
02-441-3101 STREET IMPROVEMENT PROGRAM	(7,535.56)	455,077.11	500,000.00	44,922.89	91.0
02-441-3102 PUBLIC WORKS EQUIPMENT	.00	38,315.58	45,000.00	6,684.42	85.2
02-441-3103 PARKS EQUIPMENT	.00	18,701.62	20,000.00	1,298.38	93.5
02-441-3105 PARKS VEHICLES	.00	.00	40,000.00	40,000.00	.0
02-441-3106 STORM SEWERS	.00	.00	50,000.00	50,000.00	.0
02-441-3108 BUILDINGS	.00	.00	25,000.00	25,000.00	.0
02-441-3109 TRAFFIC CALMING	240.00	60,672.28	75,000.00	14,327.72	80.9
02-441-3110 CRACK SEAL	8,378.84	17,604.52	25,000.00	7,395.48	70.4
02-441-3111 CURB AND GUTTER	(39,520.00)	128,131.81	135,000.00	6,868.19	94.9
02-441-3112 RIGHTS-OF-WAY IMPROVEMENTS	.00	.00	176,000.00	176,000.00	.0
02-441-4000 LAND PURCHASE	.00	123,821.00	1,500,000.00	1,376,179.00	8.3
TOTAL CAPITAL FUND EXPENDITURES	(35,034.72)	1,471,852.93	4,605,065.00	3,133,212.07	32.0
TOTAL FUND EXPENDITURES	(35,034.72)	1,471,852.93	4,605,065.00	3,133,212.07	32.0
NET REVENUE OVER EXPENDITURES	65,533.40	(846,010.51)	(765,348.00)	80,662.51	(110.5)

CITY OF CHERRY HILLS VILLAGE
BALANCE SHEET
OCTOBER 31, 2016

CONSERVATION TRUST FUND

ASSETS

07-1000	CASH - COMBINED FUND	653,442.34	
07-1041	INVESTMENT ACCT CONSER TRUST	168,890.81	
	TOTAL ASSETS		822,333.15

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
07-2900	FUND BALANCE	777,130.53	
	REVENUE OVER EXPENDITURES - YTD	45,202.62	
	BALANCE - CURRENT DATE	822,333.15	
	TOTAL FUND EQUITY		822,333.15
	TOTAL LIABILITIES AND EQUITY		822,333.15

CITY OF CHERRY HILLS VILLAGE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

CONSERVATION TRUST FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>INTERGOVERNMENTAL REVENUES</u>					
07-330-3358 COLORADO LOTTERY	.00	54,109.00	60,000.00	5,891.00	90.2
TOTAL INTERGOVERNMENTAL REVENUES	.00	54,109.00	60,000.00	5,891.00	90.2
<u>MISCELLANEOUS REVENUES</u>					
07-360-3611 INTEREST ON INVESTMENTS	116.55	850.40	266.00	(584.40)	319.7
TOTAL MISCELLANEOUS REVENUES	116.55	850.40	266.00	(584.40)	319.7
TOTAL FUND REVENUE	116.55	54,959.40	60,266.00	5,306.60	91.2

CITY OF CHERRY HILLS VILLAGE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

CONSERVATION TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CONSERVATION TRUST EXPENDITURE</u>						
07-450-4521	TRAIL IMPROVEMENTS	660.00	9,756.78	248,500.00	238,743.22	3.9
	TOTAL CONSERVATION TRUST EXPENDITURE	660.00	9,756.78	248,500.00	238,743.22	3.9
	TOTAL FUND EXPENDITURES	660.00	9,756.78	248,500.00	238,743.22	3.9
	NET REVENUE OVER EXPENDITURES	(543.45)	45,202.62	(188,234.00)	(233,436.62)	24.0

CITY OF CHERRY HILLS VILLAGE
BALANCE SHEET
OCTOBER 31, 2016

CH ANDERSON LAND DONATION FUND

ASSETS

08-1000	CASH - COMBINED FUND	(158,585.50)	
08-1041	INVESTMENT ACCT LAND DONATION	819,608.70	
	TOTAL ASSETS		<u>661,023.20</u>

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
08-2900	FUND BALANCE	657,792.10	
	REVENUE OVER EXPENDITURES - YTD	3,231.10	
	BALANCE - CURRENT DATE	<u>661,023.20</u>	
	TOTAL FUND EQUITY		<u>661,023.20</u>
	TOTAL LIABILITIES AND EQUITY		<u>661,023.20</u>

CITY OF CHERRY HILLS VILLAGE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

CH ANDERSON LAND DONATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LICENSE AND PERMIT REVENUES</u>					
08-320-3221 RECREATION REIMBURSEMENT DONAT	.00	300.00	1,000.00	700.00	30.0
TOTAL LICENSE AND PERMIT REVENUES	.00	300.00	1,000.00	700.00	30.0
<u>MISCELLANEOUS REVENUES</u>					
08-360-3611 INTEREST-INVESTMENTS	565.60	4,126.84	1,000.00	(3,126.84)	412.7
08-360-3680 MISCELLANEOUS REVENUES	.00	4,199.00	4,000.00	(199.00)	105.0
TOTAL MISCELLANEOUS REVENUES	565.60	8,325.84	5,000.00	(3,325.84)	166.5
TOTAL FUND REVENUE	565.60	8,625.84	6,000.00	(2,625.84)	143.8

CITY OF CHERRY HILLS VILLAGE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

CH ANDERSON LAND DONATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LAND DONATION FUND EXPENDITURE</u>					
08-450-4049 OTHER CONTRACTUAL SERVICES	855.98	2,758.97	.00	(2,758.97)	.0
08-450-6068 MISCELLANEOUS	1,776.41	2,016.72	5,000.00	2,983.28	40.3
08-450-9093 THREE POND PARK WATER RIGHTS	.00	619.05	620.00	.95	99.9
TOTAL LAND DONATION FUND EXPENDITURE	<u>2,632.39</u>	<u>5,394.74</u>	<u>5,620.00</u>	<u>225.26</u>	<u>96.0</u>
TOTAL FUND EXPENDITURES	<u>2,632.39</u>	<u>5,394.74</u>	<u>5,620.00</u>	<u>225.26</u>	<u>96.0</u>
NET REVENUE OVER EXPENDITURES	<u>(2,066.79)</u>	<u>3,231.10</u>	<u>380.00</u>	<u>(2,851.10)</u>	<u>850.3</u>

CITY OF CHERRY HILLS VILLAGE
BALANCE SHEET
OCTOBER 31, 2016

SID # 7 BOND FUND

ASSETS

13-1000	CASH - COMBINED FUND	267.56	
13-1047	COLOTRUST	45,846.02	
13-1048	COLORADO BUSINESS BANK	190.00	
	TOTAL ASSETS		46,303.58

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
13-2900	FUND BALANCE	16,545.32	
	REVENUE OVER EXPENDITURES - YTD	29,758.26	
	BALANCE - CURRENT DATE	46,303.58	
	TOTAL FUND EQUITY		46,303.58
	TOTAL LIABILITIES AND EQUITY		46,303.58

CITY OF CHERRY HILLS VILLAGE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

SID # 7 BOND FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUES</u>					
13-360-3611 INTEREST INCOME	31.64	188.99	50.00	(138.99)	378.0
13-360-3612 INTEREST ON ASSESSMENT	.00	11,937.52	11,284.00	(653.52)	105.8
13-360-3630 ASSESSMENTS REVENUE	.00	83,395.08	68,417.00	(14,978.08)	121.9
TOTAL MISCELLANEOUS REVENUES	31.64	95,521.59	79,751.00	(15,770.59)	119.8
TOTAL FUND REVENUE	31.64	95,521.59	79,751.00	(15,770.59)	119.8

CITY OF CHERRY HILLS VILLAGE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

SID # 7 BOND FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SID # 7 BOND FUND EXPENDITURES</u>					
13-470-4041 COUNTY TREASURER FEES	.00	953.33	797.00	(156.33)	119.6
13-470-7072 INTEREST EXPENSE	.00	4,810.00	10,000.00	5,190.00	48.1
13-470-7073 BOND PRINCIPAL PAYMENT	.00	60,000.00	80,000.00	20,000.00	75.0
TOTAL SID # 7 BOND FUND EXPENDITURES	.00	65,763.33	90,797.00	25,033.67	72.4
TOTAL FUND EXPENDITURES	.00	65,763.33	90,797.00	25,033.67	72.4
NET REVENUE OVER EXPENDITURES	31.64	29,758.26	(11,046.00)	(40,804.26)	269.4

CITY OF CHERRY HILLS VILLAGE
BALANCE SHEET
OCTOBER 31, 2016

ARAPAPAHOE COUNTY OPEN SPACE F

ASSETS

14-1000	CASH - COMBINED FUND	(1,010,428.52)	
14-1042	INVESTMENT ACCOUNT-CSAFE	262,020.29	
14-1043	INVEST ACCT-COLOTRUST	1,693,471.66	
	TOTAL ASSETS		945,063.43

LIABILITIES AND EQUITY

LIABILITIES

14-2071	ARAP CO SALES TAX COLLECTED	22,988.82	
	TOTAL LIABILITIES		22,988.82

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
14-2900	FUND BALANCE	771,555.33	
	REVENUE OVER EXPENDITURES - YTD	150,519.28	
	BALANCE - CURRENT DATE	922,074.61	
	TOTAL FUND EQUITY		922,074.61
	TOTAL LIABILITIES AND EQUITY		945,063.43

CITY OF CHERRY HILLS VILLAGE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

ARAPAPAHOE COUNTY OPEN SPACE F

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LICENSE AND PERMIT REVENUES</u>					
14-320-3200	OPEN SPACE SHAREBACK	.00	151,811.01	130,000.00	(21,811.01) 116.8
14-320-3220	SALES TAX COLLECTION FEE	.00	1,981.02	2,000.00	18.98 99.1
	TOTAL LICENSE AND PERMIT REVENUES	.00	153,792.03	132,000.00	(21,792.03) 116.5
<u>MISCELLANEOUS REVENUES</u>					
14-360-3611	INTEREST INCOME	1,285.08	9,119.19	1,400.00	(7,719.19) 651.4
14-360-3680	OTHER REVENUE	.00	4,039.94	.00	(4,039.94) .0
14-360-3681	GRANT REVENUE	.00	108,211.68	.00	(108,211.68) .0
	TOTAL MISCELLANEOUS REVENUES	1,285.08	121,370.81	1,400.00	(119,970.81) 8669.3
	TOTAL FUND REVENUE	1,285.08	275,162.84	133,400.00	(141,762.84) 206.3

CITY OF CHERRY HILLS VILLAGE
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

ARAPAPAHOE COUNTY OPEN SPACE F

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPEN SPACE FUND EXPENDITURES</u>					
14-450-9091 TRAIL IMPROVEMENTS	.00	12,498.02	90,000.00	77,501.98	13.9
14-450-9092 PARK IMPROVEMENTS	.00	76,806.14	510,000.00	433,193.86	15.1
14-450-9100 3 POND PARK IRRIGATION & TREE	.00	2,046.00	.00	(2,046.00)	.0
14-450-9101 TRAIL INVENTORY GRANT FUNDS	.00	16,684.00	.00	(16,684.00)	.0
14-450-9103 HIGHLINE CANAL TRAIL RESURFACE	.00	16,609.40	.00	(16,609.40)	.0
TOTAL OPEN SPACE FUND EXPENDITURES	.00	124,643.56	600,000.00	475,356.44	20.8
TOTAL FUND EXPENDITURES	.00	124,643.56	600,000.00	475,356.44	20.8
NET REVENUE OVER EXPENDITURES	1,285.08	150,519.28	(466,600.00)	(617,119.28)	32.3

CITY OF CHERRY HILLS VILLAGE
BALANCE SHEET
OCTOBER 31, 2016

WATER AND SEWER FUND

ASSETS

20-1000	CASH - COMBINED FUND	76,133.31	
20-1041	INVESTMENT ACCOUNT	740,031.66	
20-1151	ACCOUNTS RECEIVABLE	1,239.00	
20-1551	SEWER LINES	708,364.00	
20-1601	ACCUMULATED DEPRECIATION	(507,327.00)	
	TOTAL ASSETS		1,018,440.97

LIABILITIES AND EQUITY

FUND EQUITY

20-2901	RETAINED EARNINGS	345,894.62	
20-2951	CONTRIBUTED CAPITAL-TAPS	438,450.00	
20-2961	CONTRIBUTED CAPITAL-SEWER	571,808.00	
	UNAPPROPRIATED FUND BALANCE:		
20-2900	FUND BALANCE	(433,054.34)	
	REVENUE OVER EXPENDITURES - YTD	95,342.69	
	BALANCE - CURRENT DATE	(337,711.65)	
	TOTAL FUND EQUITY		1,018,440.97
	TOTAL LIABILITIES AND EQUITY		1,018,440.97

CITY OF CHERRY HILLS VILLAGE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

WATER AND SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>LICENSE AND PERMIT REVENUES</u>					
20-320-3221	WATER TAP FEES	.00	3,000.00	.00 (3,000.00) .0
20-320-3225	WATER ADMINISTRATION FEES	.00	50.00	.00 (50.00) .0
20-320-3226	SEWER ADMINISTRATION FEES	.00	.00	2,328.00	2,328.00 .0
20-320-3228	W/S REPAIR & REPLACEMENT FEES	.00	99,868.54	74,496.00 (25,372.54) 134.1
TOTAL LICENSE AND PERMIT REVENUES		.00	102,918.54	76,824.00 (26,094.54) 134.0
<u>MISCELLANEOUS REVENUES</u>					
20-360-3611	INTEREST INCOME	510.68	3,726.15	800.00 (2,926.15) 465.8
20-360-3680	MISCELLANEOUS INCOME	.00	950.00	.00 (950.00) .0
TOTAL MISCELLANEOUS REVENUES		510.68	4,676.15	800.00 (3,876.15) 584.5
TOTAL FUND REVENUE		510.68	107,594.69	77,624.00 (29,970.69) 138.6

CITY OF CHERRY HILLS VILLAGE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

WATER AND SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER & SEWER EXPENDITURES</u>					
20-461-4042 LEGAL COUNSEL	272.00	1,433.00	1,000.00	(433.00)	143.3
20-461-4049 OTHER CONTRACTUAL	.00	5,580.00	30,000.00	24,420.00	18.6
20-461-5052 SEWER REPAIRS & MAINTENANCE	400.00	4,385.00	500,000.00	495,615.00	.9
20-461-6063 TRAINING, DUES & SUB	.00	854.00	1,000.00	146.00	85.4
TOTAL WATER & SEWER EXPENDITURES	672.00	12,252.00	532,000.00	519,748.00	2.3
TOTAL FUND EXPENDITURES	672.00	12,252.00	532,000.00	519,748.00	2.3
NET REVENUE OVER EXPENDITURES	(161.32)	95,342.69	(454,376.00)	(549,718.69)	21.0

CITY OF CHERRY HILLS VILLAGE
BALANCE SHEET
OCTOBER 31, 2016

PARKS AND RECREATION FUND

ASSETS

30-1000	CASH - COMBINED FUND	187,309.57	
30-1031	CASH-COUNTY TREASURER GENERAL	4,609.19	
30-1041	INVEST ACCT. WF	(999,999.95)	
30-1042	INVESTMENT ACCOUNT-CSAFE	(25,111.57)	
30-1043	INVEST ACCT-COLOTRUST+	4,268,934.11	
30-1051	TAXES RECEIVABLE	75,668.77	
30-1551	HEALTH & DENTAL INS. PAYABLES	39.85	
30-1632	GROUND IMPROVEMENTS	39,485.00	
30-1646	PARKS & TRAILS EQUIPMENT	324,014.04	
30-1701	COMPUTER LOAN PROGRAM	(1,613.04)	
	TOTAL ASSETS		<u><u>3,873,335.97</u></u>

LIABILITIES AND EQUITY

LIABILITIES

30-2221	DEFERRED TAX REVENUE	75,668.77	
30-2641	INVESTMENT IN FIXED ASSETS	363,499.04	
	TOTAL LIABILITIES		439,167.81

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
30-2900	FUND BALANCE	2,275,954.52	
	REVENUE OVER EXPENDITURES - YTD	1,158,213.64	
	BALANCE - CURRENT DATE		<u>3,434,168.16</u>
	TOTAL FUND EQUITY		<u>3,434,168.16</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>3,873,335.97</u></u>

CITY OF CHERRY HILLS VILLAGE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

PARKS AND RECREATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUES</u>					
30-310-3111	3,515.94	1,714,222.46	1,772,749.00	58,526.54	96.7
30-310-3121	.00	.00	10,000.00	10,000.00	.0
TOTAL TAX REVENUES	3,515.94	1,714,222.46	1,782,749.00	68,526.54	96.2
<u>MISCELLANEOUS REVENUES</u>					
30-360-3611	2,260.79	16,223.80	5,000.00	(11,223.80)	324.5
30-360-3680	.00	1,869.12	.00	(1,869.12)	.0
TOTAL MISCELLANEOUS REVENUES	2,260.79	18,092.92	5,000.00	(13,092.92)	361.9
TOTAL FUND REVENUE	5,776.73	1,732,315.38	1,787,749.00	55,433.62	96.9

CITY OF CHERRY HILLS VILLAGE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2016

PARKS AND RECREATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS & RECREATION EXPENDITURE</u>					
30-432-1011 PERSONAL SERVICES	30,338.77	306,239.14	420,282.00	114,042.86	72.9
30-432-1013 SOCIAL SECURITY TAXES	2,355.54	23,967.92	33,623.00	9,655.08	71.3
30-432-1014 RETIREMENT 401-MGMT	362.80	3,990.80	4,600.00	609.20	86.8
30-432-1015 RETIREMENT 457 DEF COMP	667.05	7,565.44	8,000.00	434.56	94.6
30-432-1016 HEALTH-LIFE-DENTAL INSURANCE	4,926.76	47,202.69	58,000.00	10,797.31	81.4
30-432-1018 UNIFORM EXPENSE	479.93	2,445.25	3,500.00	1,054.75	69.9
30-432-1019 OVERTIME	262.58	4,145.18	5,000.00	854.82	82.9
30-432-2021 OFC-SUPPLIES-POSTAGE	14.67	275.43	1,200.00	924.57	23.0
30-432-2023 PLANT SUPPLIES	.00	1,364.27	3,500.00	2,135.73	39.0
30-432-2025 GENERAL INFRASTRUCTURE MAINT	2,738.86	9,316.26	15,500.00	6,183.74	60.1
30-432-2026 SNOW AND ICE MELT	.00	.00	1,000.00	1,000.00	.0
30-432-2027 PARK SIGNAGE	.00	.00	1,000.00	1,000.00	.0
30-432-2028 SPECIAL MATERIALS	11.10	4,321.60	7,050.00	2,728.40	61.3
30-432-3032 WATER	4,295.07	12,819.62	30,000.00	17,180.38	42.7
30-432-3033 COMMUNICATIONS	135.78	2,302.13	3,200.00	897.87	71.9
30-432-4041 COUNTY TREASURER FEES	35.16	17,142.22	17,727.00	584.78	96.7
30-432-4043 LEGAL/SURVEYING	.00	.00	4,000.00	4,000.00	.0
30-432-4046 ENGINEERING	.00	1,989.60	14,000.00	12,010.40	14.2
30-432-4047 FORESTRY/ROW TREE MAINT.	5,845.00	21,841.45	28,000.00	6,158.55	78.0
30-432-4048 VEHICLE MAINTENANCE CONTRACT	.00	11,208.20	16,000.00	4,791.80	70.1
30-432-4049 OTHER CONTRACTUAL SERVICES	.00	.00	8,150.00	8,150.00	.0
30-432-5052 EQUIPMENT MAINTENANCE	.00	4,924.55	6,000.00	1,075.45	82.1
30-432-5053 VEHICLE MAINTENANCE	.00	4,104.73	4,500.00	395.27	91.2
30-432-5054 GASOLINE-OIL	1,218.83	8,561.54	20,000.00	11,438.46	42.8
30-432-5055 GROUNDS MAINTENANCE	1,202.88	8,179.78	20,000.00	11,820.22	40.9
30-432-6063 TRAIN-DUES-TRAVEL-SUBSC	.00	2,728.16	7,200.00	4,471.84	37.9
30-432-6064 TESTING-PHYSICALS	.00	50.00	500.00	450.00	10.0
30-432-6067 SPECIAL EVENTS	1,725.28	11,186.11	15,000.00	3,813.89	74.6
30-432-6068 MISCELLANEOUS EXPENSES	250.00	2,432.81	5,000.00	2,567.19	48.7
30-432-6069 RECREATION REIMBURSEMENT PROGR	7,370.50	52,177.62	233,744.00	181,566.38	22.3
30-432-7071 EQUIPMENT	.00	1,619.24	7,500.00	5,880.76	21.6
30-432-7072 INTEREST EXPENSE	.00	.00	25,387.00	25,387.00	.0
30-432-7073 PRINCIPAL EXPENSE	.00	.00	734,586.00	734,586.00	.0
30-432-7075 ADMINISTRATIVE SERVICES	.00	.00	25,000.00	25,000.00	.0
TOTAL PARKS & RECREATION EXPENDITURE	64,236.56	574,101.74	1,787,749.00	1,213,647.26	32.1
TOTAL FUND EXPENDITURES	64,236.56	574,101.74	1,787,749.00	1,213,647.26	32.1
NET REVENUE OVER EXPENDITURES	(58,459.83)	1,158,213.64	.00	(1,158,213.64)	.0

CHERRY HILLS VILLAGE
COLORADO

2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
www.cherryhillsvillage.com

Village Center
Telephone 303-789-2541
FAX 303-761-9386

ITEM: 10d(iii)

MEMORANDUM

TO: HONORABLE MAYOR CHRISTMAN AND MEMBERS OF THE CITY COUNCIL

FROM: LAURA SMITH, CITY CLERK

SUBJECT: NOVEMBER 8, 2016 REGULAR MUNICIPAL ELECTION REPORT

DATE: NOVEMBER 15, 2016

The City of Cherry Hills Village held its regular municipal election in coordination with Arapahoe County on November 8, 2016. Official results will not be available until after the canvass of votes which is due on November 25, 2016, and staff will include official election results in the December 14, 2016 Council packet. New Council members will be sworn in at the January 3, 2017 Council meeting.

Final Unofficial November 8, 2016 Election Results

CHV Ballots Cast = 4,322

CHV Registered Voters = 5,312

CHV Voter Turnout = 81.36%

Mayor

Laura Christman	Votes = 2,927	Percent = N/A
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Council District 1

Randy Weil	Votes = 2,538	Percent = N/A
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Council District 3*

Al Blum	Votes = 1,497	Percent = 52.02%
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Rose Lynch	Votes = 1,381	Percent = 47.98%
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*Recount not triggered, difference would have to be less than or equal to 7.485 votes

Council District 5

Daniel R. Sheldon	Votes = 2,455	Percent = N/A
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