

RECORD OF PROCEEDINGS

Minutes of the Parks & Trails Commission
City of Cherry Hills Village, Colorado
February 8, 2007
at the Village Center

Call to Order

Ms. Theresa Gilpatrick called the meeting to order at 7:05 p.m.

Roll Call of Members

The following Commissioners were present: Ann Gallagher, Jane Soderberg, Theresa Gilpatrick, Heidi Schmidt Hammell, Phyllis Hayutin and Bill Callison; as well as Councilmember Harriet LaMair.

The following City staff members were present: Paul Burkholder - Parks & Trails Administrator and Jessica Sager - Administrative Clerk.

Audience Participation

Jim Muhm
4951 South Holly Street
Cherry Hills Village, CO 80113

Mr. Jim Muhm stated he attended the meeting in order to find the status of several items that were no longer on the agenda; the first being the Little Dry Creek Trail plan.

Mr. Paul Burkholder stated there are property issues that have to be clarified before the feasibility study can be done.

Mr. Muhm asked if the Commission had a timeline in place.

Mr. Burkholder stated once the actions were clarified then the Commission can proceed. He stated it will be done this year.

Mr. Muhm inquired about the Downing Street and Gilpin Street Trail engineering.

Mr. Burkholder stated he received the feasibility study this past week and had not had a chance to thoroughly review the study, but offered to retrieve it if the Commission wished to review it.

Councilmember Harriet LaMair asked Mr. Burkholder to point out the trails in question on the map.

Mr. Bill Callison asked what the use of the trail would be.

Mr. Burkholder stated it would be used for connectivity. He said the City of Cherry Hills Village owns the property, but CDOT has a right-of-way there also.

Mr. Muhm asked if the feasibility study engineers envisioned the trail at street level or if it would be elevated some.

Mr. Burkholder answered that various portions change elevations, but it is flexible. He stated the engineers were told the City of Cherry Hills Village wanted to use that space for primarily a trail and sidewalk so that is what was provided.

Mr. Muhm inquired about John Meade Park master plan.

Mr. Burkholder answered it is going to be rolled in the City's master plan and there is not a feasibility study specifically for John Meade Park.

Mr. Muhm asked about the status of Volunteer Park.

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Ms. LaMair stated the money was authorized to be spent and there is going to be community meeting to discuss the specifics of the plan. She said the plan will move forward this spring.

Mr. Muhm inquired about the status of the University Boulevard crossing.

Ms. LaMair stated Council has authorized Muller Engineering to get a soil sample.

Mr. Muhm said he believes an at grade crossing with a light on the south side of St. Mary's would be a good option.

Mr. Burkholder stated that option is moving forward and referred to the map to show the different locations of the proposed crossings.

Ms. LaMair stated Council has not decided where the crossing will be located and asked Muller Engineering to review a crossing in other areas. She suggested the Commission members go to the Council meeting after they have had a chance to review the soil report and give Council their recommendations.

Mr. Muhm inquired about the status of the Leede easement.

Mr. Burkholder stated it was going before Planning and Zoning on Tuesday, February 13, 2007. He showed Mr. Muhm where the potential options would be for the easement on the map.

Mr. Muhm asked if a snow plan had been discussed for the trails in light of the snow fall this winter. He suggested the plan be made public so the residents can see what the policy is for snow removal on all trails.

Mr. Burkholder stated there is a plan currently in place and explained it to Mr. Muhm and the Commission members. He also stated the City does not maintain the bridle trails.

Mr. Muhm requested the 7 items he inquired about remain on the agenda until action is no longer required by the Commission.

Mr. Burkholder said he would keep them on the agenda, but recommended Mr. Muhm contact him directly to find out if there is anything new to report before the scheduled Commission meetings.

CONSERVATION EASEMENT

Ms. Jane Soderberg suggested the Commission attend the Council meeting on March 6th to hear the discussion on the conservation easement.

Ms. LaMair suggested they table the memo on the conservation easement because Ms. Soderberg had to leave early.

The Commission discussed the pending lawsuit with South Suburban in relation to a conservation easement.

At this time Commissioner Jane Soderberg left the meeting.

Approval of Minutes

The January 11, 2007 meeting minutes were approved as presented.

GIFT FUND

Ms. LaMair moved to approve the gift fund as written and present it to Council.

Ms. Hayutin seconded the motion and it was passed unanimously.

Ms. Theresa Gilpatrick asked if she should present it to Council.

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Mr. Burkholder said it could be placed on the next Council agenda.

PARKS, TRAILS AND RECREATION ENHANCEMENT

There was nothing to report on this agenda item.

RECREATION AND EVENTS

Mr. Burkholder stated that because Officer Angel Strickland was no longer with the City, there is not a City representative involved with planning the community fair.

The Commission discussed potential involvement in the community fair and it was decided that Ms. Gilpatrick would draft an e-mail to Mr. Scott Higgins inviting him to attend the next Commission meeting to get feedback on his involvement with the community fair.

The Commission members asked Mr. Burkholder to speak with the Finance Director, Ms. Karen Proctor, to find out how much money was in the budget and if any has been appropriated to a specific recreation event.

LONG TERM BUDGETING AND SYSTEM PLANNING

Ms. LaMair suggested the Commission members invite Ms. Proctor to their next meeting to explain the long term chart; with regards to the money being withheld from South Suburban.

The Commission members asked Mr. Burkholder to invite Ms. Proctor to either the March or April meeting.

Reports**RECREATION REIMBURSEMENT**

Mr. Burkholder stated there has been some confusion with the residents on the recreation reimbursement forms and asked the Commission members to review the forms to see if any corrections should be made.

Ms. Hayutin suggested possibly adding if the residents had questions on the form to contact the City before the January 31st deadline.

Ms. Gilpatrick stated she read the participation numbers for the recreation reimbursement program went down.

Mr. Burkholder offered to check with Ms. Proctor and see if she could pull together the participation numbers for 2006. He also stated Greenwood Village has a link to the Greenwood Village Foundation; which is used specifically for open space in Greenwood Village on their reimbursement forms. He wondered if the Commission would be open to including a line on the City's reimbursement forms so residents could donate their reimbursement funds to the City for open space or the gift fund.

Mr. Callison wondered if this would set the City up for a budget shortfall.

Ms. LaMair believes the residents applying for the money would like to keep the money, but doesn't see anything wrong with including the line on the reimbursement form.

Ms. Hayutin agrees with Ms. LaMair.

The Commission discussed the logistics of adding the line to the form and how it may affect the maximum reimbursement amount.

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They asked Mr. Burkholder to explore the feasibility of adding the option to the reimbursement form. They also suggested having two options on the form to donate the money to; one for open space and one for the gift fund.

Ms. Hayutin asked where the maximum reimbursement amount came from.

Ms. LaMair suggested the Commission find out what the lawsuit mandated and review the Council's discussion documents. She also suggested the Commission members speak to the City Attorney, Mr. Thad Renaud.

Ms. Gilpatrick suggested Mr. Burkholder check with Greenwood Village to find out how many of their residents use the donation option.

Adjournment

The meeting was adjourned at 8:24 p.m.



Theresa Gilpatrick
Committee Chair



Paul Burkholder
PTR Administrator



Jessica Sager
Administrative Clerk