

**RECORD OF PROCEEDINGS**

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

**Call to Order**

Ms. Theresa Gilpatrick called the meeting to order at 7:07 p.m.

**Roll Call of Members**

The following Commissioners were present: Ann Gallagher, Jane Soderberg, Theresa Gilpatrick, 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**

Klasina VanderWerf  
5250 East Chenango Avenue  
Cherry Hills Village, CO 80113

Councilmember Klasina VanderWerf advised the commission members on the South Platte Working Group and their efforts involved in enhancing the Platte River. She explained that Arapahoe County has approximately \$3 million to enhance the Platte area and have contacted the counties affected and will be applying for a grant with GoCo within the next few months. She stated the group has developed criteria for the projects that have been submitted and one of the projects that meet the criteria so far is developing the trail along Little Dry Creek. She invited the commission members to attend the future council meeting when the South Platte Working Group will present their findings to Council.

Ms. Phyllis Hayutin asked Councilmember VanderWerf to clarify if the City of Cherry Hills Village would get a grant for the portion of Little Dry Creek that runs through the City.

Councilmember VanderWerf explained there is a lot of competition for the grant, but it is possible.

Councilmember Harriet LaMair asked Councilmember VanderWerf to clarify where the funds for the legacy grant would go.

Councilmember VanderWerf answered the funds would go towards the entire project.

**Approval of Minutes**

Ms. Hayutin moved to approve the minutes and Ms. Ann Gallagher seconded the motion. The motion passed unanimously.

**Community Fair**

Scott Higgins  
70 Meade Lane  
Cherry Hills Village, CO 80113

Mr. Higgins submitted a map of the fair to the commission members that showed a tentative layout. He stated he spoke with the Cherry Hills Village Dad's and they discussed possibly pushing the race back an hour. He gave a brief overview of the tentative schedule for the fair. He stated the South Metro Fire department will have the Jaws of Life at the fair and there will be some inflatables there as well. He spoke with Mr. Paul Burkholder at an earlier meeting and Mr.

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Burkholder volunteered to contact the Department of Wildlife to see if they could provide a fish display for the fair.

Ms. Jane Soderberg asked if Mr. Higgins's presence at the meeting was to request funds from the commission.

Mr. Higgins stated he was there to gather ideas to see if the commission members thought anything was missing from the fair. He submitted a budget to the commission for their review. He said he would be willing to pay for the fair if the commission members did not want to authorize funds for the fair.

Councilmember LaMair said council has budgeted money for the fair and the commission members had discussed inviting Mr. Higgins to a future meeting to have him provide an overview of his plans for the fair.

Ms. Theresa Gilpatrick stated the idea behind inviting Mr. Higgins to the meeting was because the commission members want to gather information on all the ongoing projects so they have a better understanding and can make a decision on what projects to fund.

Mr. Higgins gave a brief summary on the background of the fair and how it has been run in past years.

Councilmember LaMair asked Mr. Higgins how he is currently advertising the fair.

Mr. Higgins stated they will put a notice in the Village Crier and they will also post a sign in front of Cherry Hills Village Elementary School. He reiterated he was open to any ideas and help the commission members would like to provide.

Ms. Soderberg explained the commission members were currently in the process of creating a special events process so all groups have the same requirements.

Councilmember LaMair asked Mr. Higgins what ideas for the fair have worked and what ideas have not worked in the past.

Mr. Higgins stated his marketing could be better. He said they have trouble getting adults without children to attend.

Councilmember LaMair asked how many people attended last year.

Mr. Higgins said the attendance was between 700-800 people last year because it was combined with the race. He said the fair was going to be on May 20<sup>th</sup> from 10 a.m. to 1 p.m.

Ms. Soderberg asked if Mr. Higgins has put together a committee for the fair.

Mr. Higgins said they had a formal committee when they first started, but have not had one since. He stated his usual practice is to contact specific people in his Cub Scout group and they have been able to help. He is currently getting help from the Fire Chief at South Metro and Police Chief John Patterson. He said his biggest challenge is always resources.

Ms. Gilpatrick stated it is hard to piggy back events together because people don't always want to stay for the whole event.

**Downing/Gilpin Feasibility Study**

Ms. Soderberg asked for clarification on the sidewalk in the study.

Mr. Burkholder explained parts of the study. He stated more people would use the sidewalk and it would improve the overall appearance. He explained the commission members would have to ask council for money if they wanted to go forward with the study.

Ms. Hayutin suggested the commission members go forward with the study because it would be a vast improvement to the area.

Ms. Gilpatrick moved, seconded by Ms. Hayutin, to recommend City Council pursue the implementation of the Muller Engineering U.S. 285/East Hampden Avenue Conceptual Sidewalk Design as presented. The motion passed unanimously.

### **Subcommittee Discussions**

#### **Parks, Trails and Recreation Enhancement**

Ms. Hayutin said the benches are in disrepair and questioned how much money was in budget to repair the benches. She also said she would like to request a grant to repair the crusher fine on the Highline Canal and asked Mr. Burkholder what the process would be.

Mr. Burkholder explained the commission could recommend Council include the expense in the 2008 budget or the commission could pursue a grant through Arapahoe County that would possibly be approved in 2008.

Ms. Hayutin said the crusher fine is completely gone from parts of the canal and believes this is something that needs to be repaired immediately.

Councilmember LaMair asked Mr. Burkholder if this expense was currently in the budget.

Mr. Burkholder suggested the commission members could pursue the grant option, but there is not currently money in the budget for that expense.

Ms. Hayutin said the parking lot at Dahlia Street was in need of repair as well.

Ms. Soderberg asked how much the repairs would cost.

Mr. Burkholder said the canal is 3 miles and the price would range, but it would probably be around \$100,000. He explained there is a maintenance line item in the budget, but it is not nearly enough to cover the repair expense.

Councilmember LaMair believes there should be a line item in the budget for repairs on the canal because of the amount of use it gets.

Mr. Bill Callison agreed that money should be spent on repairs.

Councilmember LaMair suggested the commission members collect an estimate and bring it forth to Council for appropriation this year. She also suggested Mr. Burkholder contact FEMA to see if money could be collected from them.

Ms. Hayutin asked how the commission members would like to handle the bench project and the repairs on the canal.

Ms. Gilpatrick answered she would like the canal repairs to be a priority. She stated she would like Paul to contact FEMA and in between today and the next meeting the commission members should come up with a strategy to request funds from Council.

Councilmember LaMair offered to bring the subject up during her report at the next Council meeting.

Ms. Gilpatrick asked Mr. Burkholder if he could look at the canal and give a report section by section so the commission members have a clear idea of the overall state of the canal.

Mr. Burkholder said he will assess the canal and report back at the next meeting.

Ms. Gilpatrick asked if Ms. Hayutin would head the committee on repairing the benches. She suggested Ms. Hayutin assess all the benches in the City and report back to the commission

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members on which benches are in need of repair. She also suggested the committee put together a couple of viable options for the style and type of benches.

Ms. Hayutin asked if she should put together a recommendation on a different style of benches.

Councilmember LaMair suggested the commission members put together a report for the 2008 budget.

Mr. Callison suggested the committee study the useful life of the different bench types.

Ms. Hayutin asked if any of the commission members would volunteer to be on the committee.

Mr. Callison and Ms. Gallagher volunteered.

Ms. Soderberg suggested the committee take pictures of the benches when they go out to assess them.

Mr. Burkholder said all benches should be replaced so they are all uniform.

#### Recreation Events

Ms. Soderberg and Mr. Burkholder are currently working on a rough draft proposal for the next meeting.

#### Long Term Budgeting and System Planning

Ms. Gilpatrick suggested Mr. Callison and Mr. Burkholder work together to see what line items are missing from the current budget.

Councilmember LaMair stated she would be interested in attending the meeting as well.

#### Conservation Easement

Ms. Soderberg explained she met with Councilmember Stewart and was advised pursuing the easement would conflict with the South Suburban lawsuit appeal. She said there could be an amendment to the charter on the fall ballot. She believes she should continue working on the easement project so it is finished since a lot of work has already been accomplished.

Ms. Hayutin expressed concern with the term "super majority".

Councilmember LaMair stated her personal goal would be to see Three Pond and Blackmer under conservation easement before she is off Council.

Ms. Soderberg agreed to bring the verbiage of the conservation easement to the commission when it gets to that point.

#### Reports

##### Recreation Reimbursement

Mr. Burkholder gave a report on the recreation reimbursement program. He stated there were 336 households that used the program in 2005 and 388 in 2006. \$133,000 was reimbursed in 2005 and \$144,000 was reimbursed in 2006. He tried to contact Greenwood Village, but has not gotten a response yet. He stated the recreation reimbursement rules were based off Council decisions based off precedents from other municipalities and can be changed.

Councilmember LaMair asked the commission members if they have heard any comments from the residents on the recreation reimbursement program.

Ms. Gilpatrick stated some of her neighbors were unaware the program existed.

Mr. Callison believes the program parameters should be adjusted.

Ms. Gilpatrick asked Mr. Callison to bring some recommendations to the next meeting.

#### City Trail Maps

Mr. Burkholder stated the trail maps have been printed.

The commission members expressed how pleased they were with the results.

#### Tree Inventory

Mr. Burkholder stated the tree inventory was approved by City Council. An external company will mark the trees and determine the condition of them as well. They will also put the tree locations on GIS. He stated the process should be finished in a couple of months.

#### Gift Fund

Mr. Burkholder stated the Gift Fund was approved by City Council and it has been put on the City's website and it was also advertised in the Village Crier.

#### Volunteer Park

Mr. Burkholder, Mr. Ensey and Councilmember LaMair will be meeting with the neighborhood to finalize plans for the park.

#### Little Dry Creek

There is nothing new to report.

#### Trail Dedication

Ms. Gilpatrick stated Mr. Leede's application went before the Planning and Zoning Commission and the application was approved to go forward to City Council. She explained the application had changed from the one that went before their commission.

Mr. Burkholder discussed the Planning and Zoning Commission recommendations.

Ms. Gilpatrick said some of the horse owners had concerns with a trail running along side their property.

Mr. Burkholder said Mr. Ensey will take both proposals to City Council and will let them decide which recommendation to approve. He also recommended the commission members go to the council meeting and speak out as residents.

Ms. Hauytin asked Mr. Burkholder to notify the commission members when it is on the agenda for Council.

Mr. Callison suggested drafting a memo for the council members.

Mr. Burkholder stated City Council will be able to view the recommendation they originally made before the application went before the Planning and Zoning Commission.

Ms. Gilpatrick discussed some of the points brought up in opposition to the trail.

#### Gould Evans – Master Plan Information

There is nothing new to report. The information was distributed in the commission meeting packets.

Grant Applications

Mr. Burkholder explained there have been two grant applications to Arapahoe County were made. One was to for funding to complete the trail overlays and the other was for the South Suburban Park Foundation.

Adjournment

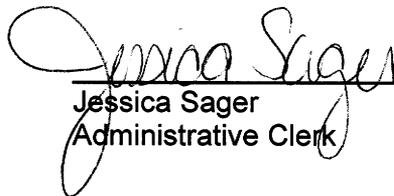
The meeting was adjourned at 8:27 p.m.



Theresa Gilpatrick  
Committee Chair



Paul Burkholder  
PTR Administrator



Jessica Sager  
Administrative Clerk