

**RECORD OF PROCEEDINGS**

Minutes of the Parks & Trails Commission  
City of Cherry Hills Village, Colorado  
April 12, 2007  
at the Village Center

**Call to Order**

Ms. Theresa Gilpatrick called the meeting to order at 7:02 p.m.

**Roll Call of Members**

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

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

Commissioner Bill Callison arrived at 7:05 p.m.

**Approval of Minutes**

Ms. Phyllis Hayutin moved to approve the March 8, 2007 minutes and Councilmember Harriet LaMair seconded the motion. The motion passed unanimously.

**Audience Participation**

Louise Vigoda  
29 Cherry Lane Drive  
Cherry Hills Village, CO 80113

Ms. Louise Vigoda allayed her concerns with the area at South Albion Street and Cherry Lane Drive. She believes the area is an eyesore and wanted to find out if the Commission had any current plans to beautify the area. She provided pictures for the Commission members to review which included pictures of an access road that is currently in the area.

Councilmember LaMair believes the area is owned by the City and is used for drainage.

Ms. Vigoda is unsure as to why the access road is there and suggested the area could be used as a neighborhood park.

Mr. Paul Burkholder explained the Million Tree plan and how it might affect the City.

Councilmember LaMair gave an overview to the Commission members on the meeting she and Ms. Heidi Schmidt Hammell attended on Volunteer Park. She stated it was a very informative meeting and learned numerous residents would like to see more trees and bushes in that area.

Ms. Jane Soderberg suggested contacting the Cherry Hills Garden Club to see if they would be interested in the area.

Ms. Schmidt Hammell suggested putting it in the budget for 2008.

Ms. Theresa Gilpatrick asked Mr. Burkholder if there were any funds available to use now and asked him to review the budget.

Councilmember LaMair proposed a community meeting before planting any trees.

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

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Mr. Jim Muhm asked if the Commission members planned to have a spokesperson at the City Council meeting during the public hearing for the Leede Trail Dedication.

Ms. Gilpatrick stated they had planned on having a Commission member attend, but she was unsure who that would be at this time.

Mr. Muhm presented the purpose statement Resolution 18 of 2006 to the Commission members and stated acquisition of new trails is the second stated purpose of the Commission. He recommended establishing a trail near Glenmoor. Mr. Muhm stated Councilmember Bonnie Blum has volunteered to be a spokesperson and present the idea to the Glenmoor Board of Directors. He believes the Commission members should take advantage and present the idea soon because this is Councilmember Blum's last year on City Council. Mr. Muhm also volunteered to lead the Commission members on a trail walk and offered to share points of interest with the members now that the weather is clear.

Ms. Soderberg asked Mr. Muhm if he would be willing to lead groups of citizens on a trail walk.

Mr. Muhm stated he would be available to lead groups.

Councilmember LaMair asked Mr. Muhm to clarify what area near Glenmoor he was referring to.

Mr. Muhm stated he noticed the absence of trail maintenance on the again and again referred to the purpose statement Resolution 18 of 2006. He asked the Commission members how they know if the trails are being maintained if it is not on the agenda and wondered if they knew how many open maintenance items there were.

Ms. Soderberg answered the Commission members had discussed trail maintenance due to the accumulation of all the snow this winter.

Mr. Muhm asked if the Commission members knew the length of time it takes to respond to the maintenance items. He suggested the Commission members review the maintenance list.

Ms. Ann Gallagher stated the Commission members discuss the maintenance issues during their work sessions.

Mr. Muhm suggested possibly discussing it during the actual meeting so it would be included in the minutes for residents to review.

**Trail #2841 Vacation and Rededication**

Mr. Burkholder gave an overview of the vacation and rededication by stating David and Bonnie Mandarich would like to relocate trail #2841 back to its original location on the west edge of Lot 13.

Ms. Gallagher asked Mr. Burkholder for clarification on the location of the trail.

Matt Bondarewicz  
Bond General Contractors, Inc  
7400 E. Crestline Circle, Suite 220  
Greenwood Village, CO 80111

Mr. Bondarewicz stated the Mandarichs were currently building on Lot 12 and purchased Lot 13 to combine the properties and that is why they are trying to relocate the trail back to its original location.

Ms. Gilpatrick asked if there were easement issues related to the property.

Mr. Burkholder said there were not any easement issues the Commission members would need to consider.

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Ms. Soderberg asked if the property owners were present.

Mr. Bondarewicz stated they are not in attendance.

Ms. Schmidt Hammell asked if the owners of 3 Lynn Road had been contacted.

Mr. Bondarewicz stated they had sent notices to the surrounding residences and some had not responded.

Ms. Gallagher inquired as to which lots had been formally contacted, but had not formally responded.

Mr. Bondarewicz replied he was certain the only lot that was not noticed was Lot 3.

Mr. Burkholder stated a letter was sent to the homeowners in 2005 to Lot 3 and 14 without a response.

Councilmember LaMair is concerned about the outstanding issues referred to in the Staff Report.

Mr. Burkholder replied there are outstanding title issues, but he was not at liberty to discuss the titles issues with the Commission.

Councilmember LaMair stated she would like to encourage the Commission to work through all the issues before the request goes forward to City Council.

Mr. Bill Callison asked for a rough explanation of the title issues.

Mr. Bondarewicz stated the title company needs to get a copy of the driver's license for the homeowner at Lot 25 and he is refusing to provide a copy to the company.

Mr. Callison asked for clarification on where the new trail would be and what lots would be affected.

Mr. Bondarewicz showed the Commission members where the trail would be using a map he provided.

Ms. Gilpatrick stated she is sympathetic to the homeowners, but her concern is the lack of notice to all the neighbors. She said they had previously passed a resolution, but when it forward in the process more neighbors came forward against the trail and the Commission's recommendations were thrown out. She does not want those events to be repeated and recommended the Commission members not come to a decision until they hear from Lot 3 and 14.

Mr. Bondarewicz stated all the parties involved would agree with her recommendation as long as there was a specific timeline in place.

Ms. Schmidt Hammell agreed the Commission members should not make a recommendation without all the information.

Mr. Callison suggested putting the item on the agenda for the next meeting so the neighbors could come forward and speak if they wish. He also agrees that they should wait until they have heard from the neighbors before making their recommendation.

Councilmember LaMair asked what the net square footage vacation was.

Ms. Schmidt Hammell replied the net square footage was in the letter from Mr. Bondarewicz included in their packet.

Mr. Callison wanted to know why the trail was moved initially.

Mr. Bondarewicz stated the owner wanted to combine the lots.

**RECORD OF PROCEEDINGS****Parks, Trails and Recreation Commission Communication Process**

Ms. Gilpatrick would like to develop a format for providing their recommendations, with the reasoning behind the recommendations, to the Planning and Zoning Commission.

Ms. Hauytin suggested asking a Planning and Zoning member to serve as a liaison and attend the Parks and Trails meetings.

Councilmember LaMair agreed, but also believes a member from Parks and Trails should attend the Planning and Zoning meetings as well.

Ms. Soderberg replied the form that Mr. Burkholder turns over to Planning and Zoning does not show the decision making process behind the recommendations that the Commission gives.

Ms. Gallagher suggested including the Parks and Trails minutes in the Planning and Zoning packets.

Councilmember LaMair believes a representative of Parks and Trails should still attend the Planning and Zoning meetings to represent the Commission on key issues.

Mr. Callison thought it should be on an as needed basis.

Councilmember LaMair also suggested a representative of Parks and Trails attend the City Council meetings.

A brief discussion ensued about the concerns City Council brought up at their last meeting.

Councilmember LaMair suggested the Commission draft a letter explaining the thought process behind their recommendation to the Planning and Zoning Commission that would be included in their packets.

Ms. Gilpatrick would like to make notifying all affected property owners of any action concerning their property a requirement.

Mr. Callison recommended the property owners appear before the Commission when their application is being heard.

Mr. Burkholder suggested adding a letter and the minutes to the recommendation that goes before Planning and Zoning.

**South Suburban Exclusion Update**

Mr. Callison gave the Commission a brief update on the South Suburban exclusion. He stated the Board of Appeals has repealed the District Court's determination and his understanding is the issue is going back to trail court with an open slate.

**Subcommittee Discussions****Parks, Trails and Recreation Enhancements****Park Benches**

Ms. Hayutin handed out a bench log and survey to the Commission members. She also provided pictures of all the different types of benches in the City. She asked the members if they would like to have a standard requirement for all benches in the City.

The Commission discussed the different bench style possibilities; as well as installing parameter requirements for the benches. They also discussed replacing dedicated benches and benches with plaques.

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Ms. Schmidt Hammell suggested contacting the bench donors or the families involved to get their opinion as well.

Ms. Gilpatrick asked Ms. Hayutin and Ms. Gallagher to put together a recommendation for a protocol process with different bench styles and a way for the City to budget the replacement of all the benches for their next meeting.

Ms. Hayutin inquired about the Youth Advisory Committee and asked the Commission members if that idea could be put off to a later time.

The Commission members agreed that it could be reviewed again at a later time.

Highline Canal Improvements

Mr. Burkholder stated it will cost about \$10,000, not including time, to properly repair the Highline Canal. He said there is \$6,000 in the current budget. It is his belief the Commission should wait and apply for grants or put it in the budget for 2008.

Councilmember LaMair asked Mr. Burkholder for his opinion of the current state of the trails.

Mr. Burkholder believes the trails are in poor shape; especially the Blackmer portion and from Quincy to the south.

Ms. Soderberg is of the opinion that the trails should be repaired now.

Councilmember LaMair asked Mr. Burkholder if he could apply for funds through FEMA like the Public Works Director has done.

Mr. Burkholder said he would pursue the idea, but the Public Works Director has not yet gotten a response from FEMA from his application.

Ms. Gilpatrick believes there is a safety issue involved and the trails need to be repaired.

Ms. Gallagher asked about the time frame for pursuing grant money.

Mr. Burkholder stated if the grant is applied and approved in the fall, the City could have the funds by spring.

Councilmember LaMair encouraged Mr. Burkholder to speak with Eric Ensey and find out if the City has an emergency fund of any kind that can be used to repair the trails.

Mr. Burkholder asked if repairing the trail was an immediate issue.

Ms. Gilpatrick stated she believes the state of the trails is a safety issue and a lawsuit would be more expensive than the repairs for the trail.

Mr. Burkholder suggested possibly patching the worst part of the trails.

Ms. Calison suggested Mr. Burkholder find out what money is available and move forward on the trail repairs.

Councilmember LaMair recommended Mr. Burkholder speak to Mr. Ensey and asked to see a draft of the recommendation before it goes before City Council.

Recreation and Events

Mr. Burkholder stated the pond behind the Village Center will be stocked with fish and the Department of Wildlife has donated 50 fishing poles so residents can fish during the Community Fair.

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Ms. Soderberg asked the Commission members to review the current special events application that the City uses. She also asked the Commission members their opinion on hiring former officer Angel Strickland to help plan some of the events they are planning. She gave a brief description of the different event ideas she had.

A discussion ensued about the Commission's understanding of the direction City Council would like them to go with relation to recreational events.

Councilmember LaMair recommended the Commission bring their ideas forward for a general discussion with City Council.

Ms. Gilpatrick volunteered to put a summary of their ideas together to present to City Council after the other Commission members have a chance to review them.

#### Long Term Budgeting and System Planning

Mr. Callison had nothing to report on this subject.

#### Conservation Easement

There was nothing to report on this subject.

#### Reports

##### Downing/Gilpin Feasibility Study

The Commission tabled this subject until their next meeting.

##### Volunteer Park Update

Mr. Burkholder reported the work has begun on Volunteer Park.

##### Little Dry Creek Master Plan

Nothing was reported on this subject.

##### Trail Dedication – Mr. Michael Leede (Quincy and Franklin)

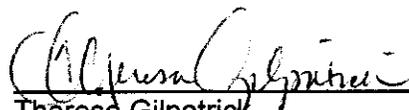
Mr. Burkholder reported the request is being reconsidered by Council at the April 17<sup>th</sup> meeting because Mr. Goff has decided not to install the trail on the north side of his property.

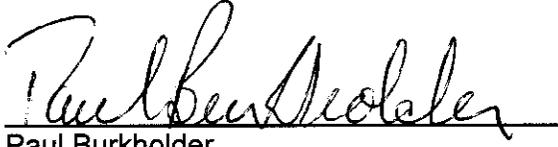
#### City Council

Councilmember LaMair reported a fence permit was applied for and approved for the Scott property.

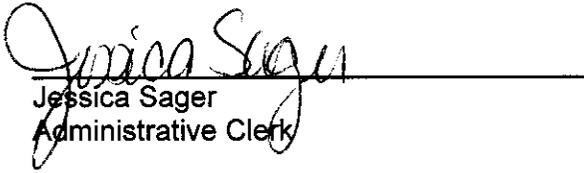
#### Adjournment

The meeting was adjourned at 9:06 p.m.

  
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Theresa Gilpatrick  
Committee Chair



Paul Burkholder  
PTR Administrator



Jessica Sager  
Administrative Clerk