

**RECORD OF PROCEEDINGS**

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

**Call to Order**

Ms. Theresa Gilpatrick called the meeting to order at 6:34 p.m.

**Roll Call of Members**

The following Commissioners were present: Ann Gallagher, Theresa Gilpatrick, Heidi Schmidt Hammell and Phyllis Hayutin.

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

Councilmember Harriet LaMair arrived at 6:36 p.m.  
Commission member Bill Callison arrived at 6:39 p.m.

**Approval of Minutes**

Ms. Phyllis Hayutin moved to approve the June 21, 2007 minutes. Ms. Ann Gallagher seconded the motion and it was passed unanimously.

**Audience Participation**

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

Ms. Vigoda inquired as to the status of the tree planting project she recommended at the April 12, 2007 Parks, Trails and Recreation Commission meeting.

Ms. Schmidt Hammell advised the commission members that the neighbors held a meeting and they were in favor of having trees planted on Cherry Lane Drive. She stated the neighbors discussed number, size and types of trees.

Councilmember LaMair informed the commission that she received a call from Weldon Julander, 4625 East Mansfield Avenue, and he was very excited about the idea of planting trees on Cherry Lane Drive and he inquired as to the type of tree that is being considered.

Mr. Burkholder stated he will put together several plans to present to the neighborhood for their approval. He also noted that a line item may need to be added to the new budget for a water tap to help irrigate the trees.

**Priority List Discussion**

The commission members listed their individual priorities for maintenance, enhancement, special events and connectivity projects and then combined them onto one master list.

A discussion ensued regarding requirements for land acquisition.

**Subcommittee Discussions**

Parks, Trails and Recreation Enhancement  
Approval of Bench Donation/Dedication Form

Ms. Theresa Gilpatrick commented that she is going to bring the form forward to the City Council meeting for their approval.

Ms. Hayutin questioned if City Council always approves the location for the donated bench.

Ms. Gallagher clarified that the commission makes a recommendation to City Council and then they approve the recommendation.

Ms. Gilpatrick moved to approve the Parks, Trails and Recreation Bench Donation/Dedication Guidelines with the addition made under the process column that City Council has final approval on all bench locations throughout the Village.

Councilmember LaMair seconded the motion and it was passed unanimously.

#### Proposed "resident petition to improve an open space" guidelines

Ms. Gilpatrick said she believes the guidelines are very important.

Ms. Schmidt Hammell stated she would like to have guidelines in place so the commission could direct residents toward them.

Mr. Burkholder acknowledged that general guidelines would be a benefit to the commission.

Ms. Hayutin commented the form would be helpful in instances like Mrs. Vigoda's tree request as the commission didn't have a procedure already in place.

Councilmember LaMair recommended the City Attorney view the guidelines before they are brought to City Council.

Mr. Burkholder confirmed the City Attorney would view them next unless the commission had any other changes.

Ms. Gilpatrick suggested tabling the matter until the September meeting so the City Attorney would have a chance to view the guidelines and make any necessary corrections.

#### Long Term Budgeting and System Planning

There was nothing to report on this subject.

#### Conservation Easement Subcommittee

There was nothing to report on this subject.

#### Recreation and Events Subcommittee

##### Special Events Form

Mr. Burkholder reported that Mr. Eric Ensey made a minor correction to the form to make it more consistent.

Ms. Gilpatrick moved to approve the updated special events form and recommend to City Council the approval and implementation of the updated special events form.

Ms. Hayutin seconded motion and it was passed unanimously.

#### Parks, Trails and Recreation Special Events – Suggested Calendar

Ms. Gilpatrick advised the commission that she had a meeting with Melanie Brown, a previous resident who has children that attend St. Mary's Academy, and she expressed interest in having St. Mary's sponsor a movie night at the school.

Mr. Burkholder commented that ideally Ms. Brown would like it to be a greater community event and something that would eventually be held at other locations. Mr. Burkholder stated that

Mr. Ensey requested the commission to come up with a general budget for the special events before they are brought to City Council.

### Reports

#### Volunteer Park Update

Mr. Burkholder reported that the Parks department is currently planting buffalo grass in the patio area at the park. They may have to install an above ground irrigation system, if there is not enough rain, to help water the area.

#### Little Dry Creek

There was nothing to report on this subject.

#### Annex Tree Planting – Resident Request

Mr. Burkholder will put together several plans to present to the neighborhood. He intends to present the plans in the fall so they can plant the trees the following spring.

#### Maintenance Log

Mr. Burkholder reported the top two items listed on the log have been completed and will be removed. He also noted that anytime a project is completed, he immediately removes it from the log.

Ms. Hayutin advised the commission that she toured the Considine Gardens in old Charlou and Mrs. Considine invited the commission to come and tour the gardens as well.

#### City Council Report

Mr. Burkholder reported that Patricia Holt and the neighboring residents are actively trying to get someone to preserve the St. Clair property.

Councilmember LaMair advised the commission that City Council would make a decision on the Dahlia Street Traffic Calming plan at their next meeting. She updated the commission on the master plan advisory meeting that was held on July 10<sup>th</sup>.

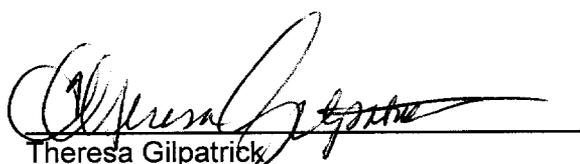
Mr. Burkholder reported the logo that the Commission approved will be going before City Council.

Ms. Hayutin asked Councilmember LaMair if City Council has made any decisions on a new Village Center.

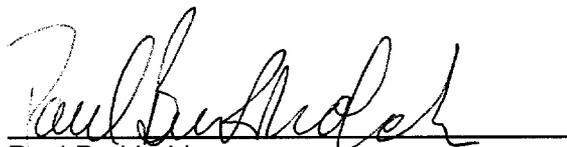
Councilmember LaMair replied that David Cooper, the co-chair of the Citizen's City Center Committee, gave a brief overview at the last council meeting advising the need for a new building.

### Adjournment

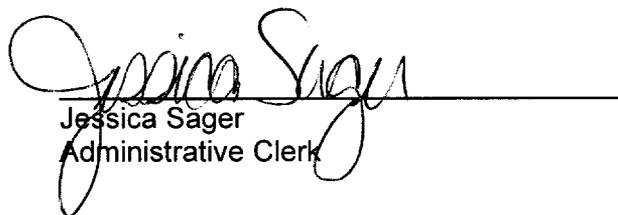
The meeting was adjourned at 8:12 p.m.



Theresa Gilpatrick  
Committee Chair



Paul Burkholder  
PTR Administrator



Jessica Sager  
Administrative Clerk