

Minutes of the Parks, Trails & Recreation Commission  
City of Cherry Hills Village, Colorado  
November 13, 2008  
at the Village Center

Commission members in attendance: Jane Soderberg, Heidi Schmidt-Hammell, Jim Fairbairn, Councilmember Klasina VanderWerf (alternate), City staff members present: Ryan Berninzoni, Parks, Trails and Recreation Administrator, Bill Bauer, Parks Department, Pamela Broyles, Administrative Assistant.

Due to the lack of a quorum the Parks, Trails and Recreation Commission was unable to call the meeting to order at 6:30 pm.

Ms. Soderberg asked Mr. Muhm to proceed with the Trail Report.

**Mr. Jim Muhm Trail Report**

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

Mr. Muhm reported that a house in Cherry Hills Village belonging to Ms. Merle Chambers is being torn down this week and he shared a story about Ms. Chambers with the PTR Commission. Mr. Muhm reported that Ms. Chambers was a generous benefactor to the City's parks and trails. He reported that a trail that extends to the north end of Fairfax and across the Boardwalk to Blackmer Common was an object of desire for many years. People on the south side of the Village needed a way to access the Highline Canal and for several years the Parks and Trails Commission tried to get access to the trail, but 3-4 families did not want a recreational trail in that location. Funds for a bridge were budgeted for many years, but the bridge could not be built until there was a trail. Commission member Klasina VanderWerf talked with Ms. Chambers who agreed to donate a trail easement to the Village entirely on her property. Due to the new trail easement that Ms. VanderWerf managed to acquire from Ms. Chambers, South Suburban was able to build that bridge. Mr. Muhm shared that today the Village has a wonderful trail and bridge that never would have happened without the wonderful generosity of Ms. Merle Chambers and he asked that she be remembered by the PTR Commission.

**Audience Participation**

No audience participation.

**Subcommittee Discussions**

Parks, Trails and Recreation Enhancement

Presentation on High Line Canal Maintenance with Debbie Welles

Ms. Welles provided members with a memo listing recommendations for maintenance on the High Line Canal for the Cherry Hills Village Parks, Trails and Recreation Commission (PTRC). Ms. Welles stressed the importance of the City building a relationship with Denver Water. Ms. Welles reviewed some facts that were outlined in the memo and recommended scheduling a work session with Denver Water and the PTR Commission to answer questions. One of the concerns of Denver Water is the seepage on the Highline Canal and how to reduce it. Ms. Welles would like to pursue studying the High Line Canal while resident's Jim Muhm and Catherine Anderson are still available to offer valuable information since they have been involved with the whole process. Ms. Welles expressed concern that the trail on the High Line Canal has doubled in width and there has been discussion on dredging the High Line Canal to curtail the widening.

Ms. Soderberg asked Ms. Welles for recommendations.

Ms. Welles reported on the following recommendations:

Short Term:

1. Ask Denver Water to raise the blade on the mower and cut less frequently during dry spells to curtail the widening of the High Line Canal.
2. Have staff review the citizen's comments about the High Line Canal in the master plan.
3. Consider asking Denver Water to mow the minimum number of feet that is necessary on either side of the High Line Canal for maintenance.
4. Post an article describing the relationship between Denver Water and the City of Cherry Hills Village so people understand how the High Line Canal is maintained and who they can call for questions. Denver Water also stated this would help them.

Long Term:

1. Assign two PTR Commission members to familiarize themselves with the High Line Canal and conduct a briefing once a year.
2. Have Ryan Berninzoni and one other member meet with Denver Water's ditch foreman.
3. Develop a vision statement for the High Line Canal.
4. Be proactive in building a working relationship with Denver Water.

Ms. Welles added that the most important issue, besides building a working relationship with Denver Water, is the legal water rights with Denver water specific to the Quincy Farm property. Denver Water is legally required to ask permission before pruning any trees or maintaining this section of the canal.

Mr. Fairbairn reported that the information received from Ms. Welles is very informative and it is important to know how to properly manage the Quincy Farm property for future reference. He suggested that the PTR Commission review the goals outlined by Ms. Welles and discuss the next course of action.

Ms. Welles ended by asking the PTR Commission to start the learning process now instead of waiting. She would like a PTR Commission member to meet with Catherine Anderson so important information is not lost.

Ms. Theresa Gilpatrick arrived at 7:03 p.m.

**Call to Order**

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

**Approval of September 11, 2008 Minutes**

Ms. Jane Soderberg moved to approve the September 11, 2008 minutes. Ms. Heidi Schmidt Hammell seconded the motion and it passed unanimously.

Lot Subdivision Discussion – Attorney David Foster

Change cash in lieu/land donation from 7.5%-10% when lots are larger than 10 acres.

Mr. Berninzoni introduced Deputy City Attorney David Foster who is here to answer any questions.

Mr. Berninzoni reported that 61% of residents condoned increasing the cash in lieu in the master plan study.

Ms. VanderWerf asked Mr. Foster if he is aware of any challenges to increasing the cash in lieu.

Mr. Foster stated that although Colorado doesn't have any cases, there have been Supreme Court cases. Mr. Foster explained that he does not have a lot of legal concerns with regard to the increase, providing the cash in lieu increase is done uniformly. He has reservations about attaching the increase to lots only in access of 10 acres.

Ms. Gilpatrick confirmed that the Parks, Trails and Recreation Commission agreed to increase the cash in lieu on all lots and not just lots that are larger than 10 acres.

Ms. Gilpatrick moved that the Parks, Trails and Recreation Commission make a recommendation to City Council to increase the lot subdivision from 7.5% to 10% to preserve open space. Ms. Schmidt Hammell moved to amend the memorandum to read the increase will be made uniformly and to remove the section that refers to lots larger than 10 acres. Ms. Soderberg seconded the motion and the motion passed unanimously as amended.

Mr. Berninzoni will schedule the PTR Commission to be on the agenda for the next City Council meeting scheduled for December 9, 2008.

#### Mike O'Neal Bench Donation – Woodie Hollow Park

Mr. Mike O'Neal would like to donate a bench in remembrance of his sister to be located at Woodie Hollow Park. The donation would total \$1,500 to include the cost of the bench and also the cost to repair and maintain the bench.

Ms. Gilpatrick moved to approve the bench donation from Mike O'Neal in memory of his late sister and to accept the \$1,500 donation to the gift fund for this purpose. Ms. Schmidt Hammell seconded the motion and the motion passed unanimously.

Mr. Berninzoni discussed adding the bench donation guidelines to the next agenda to establish an exact price to quote interested parties. The current spectrum is too wide.

Mr. Fairbairn asked how the City determines what the donation will be when a person wishes to make a donation.

Mr. Berninzoni stated that the person making the donation determines what they want to donate. Mr. Berninzoni has a list of options, but a bench is the most requested item.

Mr. Fairbairn asked how the location is determined when a donation is made.

Mr. Berninzoni responded that the person making the donation has the option to choose the location with the exception of the High Line Canal.

Ms. Gilpatrick reported that the gift fund clarifies the options and includes a suggestion list and also a bench donation form. Mr. Gilpatrick said she has been working with the City to add links to the new City website that is being launched to easily access the gift fund and other items that the PTR Commission is working on.

#### Project Summary Sheet

Ms. Gilpatrick, Ms. Soderberg and Ms. Gallagher worked together to design a new Project Summary Report that can be changed and updated on a regular basis. Information was acquired by reviewing past PTRC minutes. The goal is to have a written document that can be continually updated on decisions that have been made and items to be reviewed so the Commission does not lose site of projects. At the bottom of the report is a list of future plans that the Commission feels are important but have not been resolved. Ms. Gilpatrick would like the Project Summary Report to be included with the minutes. Commission members discussed color coding the report to distinguish finalized projects and those projects still being worked on. City Staff will maintain and update the original document with the input from PTR Commission members.

Mr. Berninzoni thanked members for completing the Project Summary Report and stated that the report will be a great asset to the City.

#### Final Exhibit on Mansfield Trail Possibilities

Mr. Berninzoni provided members with a sample of what the Mansfield Trail will look like. Mr. Berninzoni reported that if the PTR Commission chooses to pursue the Mansfield Trail it is critical to move forward right away because the deadline to apply for the Arapahoe grant is February 2009, which is essential for funding the project.

Mr. Fairbairn asked how much damage there would be to landscapes along Mansfield Avenue if the trail moves forward.

Mr. Berninzoni responded that the damage would be very little because the majority of the trail is in the street and not the easement.

Ms. Schmidt Hammell stressed that it is very important that the PTR Commission take the concerns of residents into consideration and not force the project if residents are not on board with it. Neighbors did express concern about backing out of their driveways onto Mansfield Avenue.

Ms. Gilpatrick pointed out that by adding a trail along Mansfield Avenue the residents are provided a buffer from the street.

Mr. Fairbairn reported that the cost of the project may be of concern to residents.

Mr. Berninzoni reported that the cost of the trail is relative to receiving a grant. The grant is critical to the project moving forward.

Commission members agreed that the paved portion of the trail should be 6' to allow proper access for maintenance equipment.

Ms. Gilpatrick reported that a public hearing is needed to present the information and receive neighborhood input.

Mr. Gilpatrick moved that the Parks, Trails and Recreation Commission move forward with the neighborhood meeting in the form of a Public Hearing to determine resident's interests and concerns with the Mansfield Trail and whether or not to move forward. Ms. Soderberg seconded the motion and the motion passed unanimously.

#### 2009 Priority List

Mr. Berninzoni reviewed the 2009 priority list that the PTR Commission completed.

Mr. Fairbairn asked who determines what type of trees to plant and where to plant the trees.

Mr. Berninzoni responded that it is usually staff that makes the determination, but if it is a significant planting then it is brought before the PTR Commission. Staff also determines what type of trees to plant.

Mr. Berninzoni reported that the Parks Department has ordered new bollards. He will bring a sample to the next PTRC meeting.

#### **Recreation and Events Subcommittee**

##### Holiday Tree Lighting

Mr. Berninzoni reported that staff is in the final stages of planning the Holiday Tree Lighting event. Only one school is able to bring carolers to the event this year because of scheduling

conflicts, but both St. Mary's Academy and the Cherry Hills Elementary School said they are happy to participate next year. The event is scheduled for December 5, 2008 from 6-9 pm.

#### **Communications/PR**

Ms. Gilpatrick reported that Ms. Gallagher has been busy writing articles. Ms. Gallagher wrote a trail article for the Crier and thank you notes for the bench donations. Ms. Gilpatrick expressed her gratitude to Ms. Gallagher for her assistance with the Project Summary Report.

Ms. Gilpatrick reported that the Commission is very pleased with the new sign on Quincy Avenue.

#### **Trails Expansion Committee**

Ms. Gilpatrick reported that the letter to Mr. Goff asking him to reconsider his gift of a trail was finalized and mailed. Mr. Goff contacted the Parks Department and politely declined at this time.

Commission members discussed emailing notices and information on the Trails Expansion Committee to members so they are aware of projects and meetings.

#### **Reports**

##### Little Dry Creek Study

Mr. Berninzoni reported that he met with the consultant, Bob Searns, who completed the study on Little Dry Creek.

The PTR Commission would like to secure a trail easement along Little Dry Creek and members discussed costs that would be involved. Members agreed that they need to get the word out to residents to get a feel for how the community feels.

Ms. Schmidt Hammell asked if the City could hold a general public hearing to help reduce the cost of the study.

Ms. VanderWerf recommended moving forward with individual meetings at first so people can have some common ground and be heard. Ms. VanderWerf believes it is worth spending the money to get people on board.

Mr. Fairbairn believes it is important to hire an outside individual to pursue the trail with the assistance of staff.

Mr. Berninzoni suggested revisiting this subject in 2009. The Parks Department will budget \$15,000 for this project.

##### Update on John Meade Horse Arena Rebuild

Mr. Berninzoni reported that there has been one individual that has complained that the new John Meade Horse Arena is not up to standard and can't be ridden on. Staff has been working with Ms. Schmidt Hammell to resolve the concerns.

Ms. Schmidt Hammell reported that staff has done an amazing job on the new arena. The arena will not serve the use of every rider and the goal is to have a general use facility that is safe with the right footing. She is researching the concerns, but believes the arena is currently a safe reliable facility for general use.

##### Maintenance Log Update

Mr. Berninzoni reported that the Parks Crew has been working hard on the trails and they have completed 75% of the tree trimming and spread multiple tons of mulch.

City Council Report – Klasina VanderWerf – Next meeting December 11, 2008  
There was nothing to report on this subject.

**Adjournment**

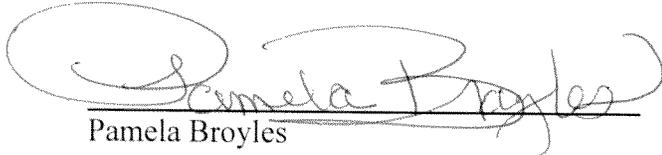
The meeting adjourned at 8:15 p.m.



Theresa Gilpatrick  
Committee Chair



Ryan Berninzoni  
Interim PTR Administrator



Pamela Broyles  
Administrative Clerk