

RECORD OF PROCEEDINGS

Minutes of the Parks, Trails & Recreation Commission
City of Cherry Hills Village, Colorado
Thursday, February 9, 2012
at the Village Center

Commission members in attendance: Jane Soderberg, Katy Brown, Bill Lucas, Jim Fairbairn, Jeff Ferrell, Councilmember Klasina VanderWerf. Employees present: Ryan Berninzoni, Parks, Trails and Recreation Administrator, Pamela Broyles, Administrative Assistant.

Absent: Jeff Welborn, Karen Barsch

CALL TO ORDER

Ms. Jane Soderberg called the meeting to order at 6:30 p.m.

APPROVAL OF THE JANUARY 12, 2012 MINUTES

Ms. Katy Brown moved to approve the January 12, 2012 minutes as presented. Mr. Bill Lucas seconded the motion and it passed unanimously.

AUDIENCE PARTICIPATION

There was no audience participation.

SUBCOMMITTEE DISCUSSIONS**a. Summary Sheet****Trail Enhancement Update**

Mr. Fairbairn reported that he is continuing to research the abandoned trail on top of Radcliff. Mr. Berninzoni will research if there is an easement or if this is an old abandoned trail. Mr. Fairbairn stated that letters were mailed to residents on Radcliff in the past, but no feedback was ever received.

Mr. Fairbairn questioned if there is any written criteria or restrictions for the 7.5% land donation for developers who are subdividing property in the Village. He stated that historically the land donations have been long stretches of land along the border of the property.

Ms. Soderberg responded that when the Inventory Committee was formed, they walked the potential properties to be subdivided to determine in advance what the Commission would like on each property. She also noted that any potential properties to be subdivided now appear before the Parks and Trails Commission with their plans.

Mr. Ferrell reported that he has two possible trail connections that he would like to add to the Summary Sheet. He provided copies of Arapahoe County maps to show the areas he is researching. The first area is posted as Trail #4452. He pointed out that the connector on the east side is Pond Road and the connector on the west side is Tenaya Lane. His research shows that the official trail maps at the City show Pond Road as an on street trail, but the City does not have any formal agreement for such usage. Mr. Ferrell was only able to find an informal note in the file that said the property owners of 1 Pond Road gave verbal consent to the usage of Pond Road as public access to Trail #4452. He further noted that this verbal agreement took place before the former owner passed away and the property has since been sold. There is no current agreement with the new property owner so the status is unclear at this point.

The property at 2 Pond Road has also changed hands, but the previous owner still owns half of the property. During his research on whether there is public access through Tenaya Lane, he found that there was an informal understanding with the past property owner that public usage was fine, but they did not want to give formal consent.

Mr. Ferrell reported that the second trail he is researching is Trail #5145. Trail #5145 is between #2 Tenaya Lane and #3 Tenaya Lane and dead-ends at the High Line Canal. Mr. Ferrell believes there might be an opportunity to initiate a dialogue with the owner of #3 Tenaya Lane to consider possibly vacating Trail #5145 in exchange for an agreement for public access on Tenaya Lane to the existing trail.

Mr. Ferrell went on to report that he met with the City's Community Development Director, Robert Zuccaro. Mr. Zuccaro informed him that the City has a right-of-way that extends down South Jackson Street, but has never exercised its right to use it. Mr. Ferrell reported a small triangle shaped parcel off of Jackson Street that was looked at by the Inventory Committee. He mentioned that there was previous discussion that a homeowner expressed interest in acquiring this parcel at one time. Mr. Ferrell suggested that the Commission could look to divest property to interested parties to raise funds for the Cat Anderson fund, or consider if some usage could be made of this parcel for the public. He suggested that depending on the shape and available funding, this might be an attractive place to put an additional bridge along the High Line Canal to provide another access point for the community.

Councilmember VanderWerf pointed out that the City would need to get approval from Denver Water to add a bridge and Denver Water will consider the proximity of additional bridges in the area before giving their approval.

Special Events Update

Ms. Brown reported that the Special Events Committee will meet next week to plan the auto show for the fall.

Website and Signage

Ms. Soderberg reported that she received a phone call complimenting the design of the new Park signs. The City also received feedback from a resident that the signs look great and they liked that the new signs will be universal throughout the City.

Communications/Crier Article

Ms. Soderberg reported that there is a void in articles for the Crier since Ann Gallagher left the Commission. She encouraged Commission members to think about writing some articles to promote the trails and parks system. She was able to find some old articles that she will submit to fill the gap.

General Updates

b. Parks, Trails and Recreation Enhancement

(i) Discussion on City Parks Improvement Inventory

Mr. Berninzoni presented a binder to each Commission member with information to assist with the planning process of the Parks Improvement Inventory project. The binder includes a general description of the program and steps to guide the Commission through each park they visit. Mr. Berninzoni stated the binder is a starting point and there will be changes along the way. He indicated that when the binder is complete it will be a wonderful resource for this Commission and future Commissions to come.

Ms. Soderberg walked the Commission through each tab in the binder and explained the goals of the project. She referenced the timeframe that is included in the binder to keep the Commission on track to have the notebook completed by November 2012 for the 2013 budget discussions. The information gathered will be used for budget requests. By next month each Commission member will view Dahlia Hollow Park, Woodie Hollow Park and Volunteer Park (Annex Park) and complete a criteria sheet for each park. The Parks section of the Master Plan is also included and Ms. Soderberg encouraged everyone to review the goals in the Master Plan and use it as a guide on their report. Ms. Soderberg stated that everyone on the Commission needs to participate in this project.

Ms. Soderberg stated that there will be a study session prior to each monthly meeting starting at 6:00 p.m. to discuss everyone's thoughts and suggestions for the park or parks that they surveyed that month. If possible she would like each Commission member to forward their thoughts to Pamela Broyles, Administrative Assistant, prior to the working session. The goal is to complete a draft report of each Park they visit. Ms. Soderberg suggested that the Commission could arrange to meet as a group at each Park or they can work individually. She asked that everyone update their notebooks as they receive updated information.

Mr. Berninzoni reported that he will work on writing a brief history of each park to be added to the binder and he will email the documents when they are completed.

NEW BUSINESS

Mr. Ferrell recommended that the Dahlia Hollow Park infrastructure project be moved to the "Completed" section on the Summary Sheet. With the City Parks Improvement project now starting he suggested making a motion to move the Dahlia Hollow Park Play Structure project that was tabled earlier to "Completed" on the Summary Sheet.

Mr. Berninzoni recommended adding this item to the next meeting agenda for open discussion and a vote before making a motion.

(ii) Short Presentation on 2012 Tree Planting Program

Mr. Berninzoni presented the City's new Tree Planting program. The City is offering this program to residents to purchase trees at discounted rates. Mr. Berninzoni also reported that the Parks Department will be starting a small tree nursery on Meade Lane with a wide variety of trees. He said about 75 trees will be planted and will be ready to harvest in about 4 years. All funds collected from the Tree Planting program will be placed in the Cat Anderson Fund. Mr. Berninzoni will keep the Commission updated on the success of the program.

Mr. Fairbairn stated that he is very excited about the program and the only thing he would caution is that bare root trees are hard to grow and need to be planted right away. He recommended that residents purchasing these trees should be made aware.

REPORTS

a. Parks Division Maintenance Log

There was nothing to report on this subject.

b. City Council Report

Councilmember VanderWerf reported that the Resolution to amend the City Charter to protect City Parks was approved by City Council. This will require that any changes to the City's Parks will require a public vote. This resolution will go on the ballot for the next election.

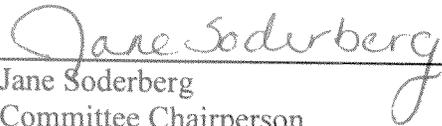
Councilmember VanderWerf also reported that the GOCO grant for the High Line Canal Working Group is still moving forward. If the grant is awarded it will do some nice things for the entire length of the High Line Canal and provide the Village with an opportunity to fund some projects.

Councilmember VanderWerf invited the Commission to attend the High Line Canal Working Group's meeting on Wednesday, February 15th. The design group that was commissioned by Arapahoe County to do a study of the High Line Canal will present their final findings, which goes into depth about the health of the trees along the Canal. Ms. VanderWerf explained to the Commission that the High Line Canal Working Group includes representatives from several municipalities. The GOCO grant requires very detailed information about the project and the group worked together to submit the grant. She stated that if the grant is awarded the group will have 3 years to complete the project.

ADJOURNMENT

There being no further business the meeting was adjourned at 7:40 p.m.

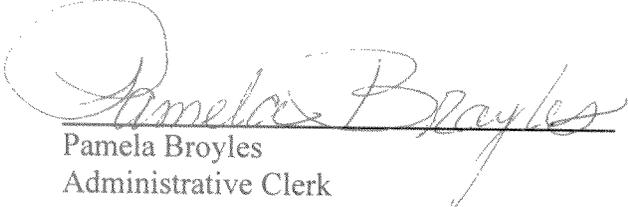
The next scheduled PTRC meeting is March 8, 2012.



Jane Soderberg
Committee Chairperson



Ryan Berninzoni
Parks, Trails and Recreation Administrator



Pamela Broyles
Administrative Clerk