

Minutes of the Parks, Trails & Recreation Commission  
City of Cherry Hills Village, Colorado  
Thursday, October 11, 2012  
at the Village Center

Commission members in attendance: Katy Brown, Bill Lucas, Jeff Welborn, Jeff Ferrell, Karen Barsch, Jim Fairbairn, Councilor LaMair. Employees present: Jay Goldie, Director of Public Works/Deputy City Manager, Pamela Broyles, Administrative Assistant.

**CALL TO ORDER**

Ms. Katy Brown called the meeting to order at 6:30 p.m.

**AUDIENCE PARTICIPATION**

Mayor Doug Tisdale  
4662 South Elizabeth Court  
Cherry Hills Village, CO

Mayor Tisdale addressed the Parks, Trails and Recreation Commission (PTRC) and thanked the Commission for their great service. He assured the Commission that City Council and residents in the community are appreciative of their work. He stated that the parks, trails and open space system is the most treasured asset of the Village and contributed to the City recently being recognized as the number one best suburb in America to live in.

Mayor Tisdale shared with the Commission that City Council determined rather than setting up an independent body to address the Cat Anderson property they made the decision to utilize the skills and expertise of the PTRC to establish a Committee that will report directly to the PTRC. The PTRC will select the Committee and guide the group and ultimately make recommendations to City Council. Mayor Tisdale invited the PTRC to a study session to discuss the Quincy Farm Visioning Committee at 6:00 p.m. on November 20<sup>th</sup> prior to the City Council meeting.

**APPROVAL OF THE AUGUST 9, 2012 MINUTES**

Mr. Jeff Welborn moved to approve the August 9, 2012 minutes. Mr. Jeff Ferrell seconded the motion and it passed unanimously.

**APPROVAL OF THE SEPTEMBER 13, 2012 MINUTES**

Ms. Karen Barsch moved to approve the September 13, 2012 minutes as amended. Mr. Jeff Welborn seconded the motion and it passed unanimously.

**SUBCOMMITTEE DISCUSSIONS**

**a. Summary Sheet**

**Trail Enhancement Update**

Mr. Fairbairn reported that he has communicated with a homeowner on High Street to discuss an easement from Franklin to High Street. The homeowner is in agreement with the easement, but his neighbor is opposed. Mr. Fairbairn has not made contact with the resident who is opposed to the easement, but it is his understanding that the resident has concerns with security. Mr. Fairbairn suggested that installing some motion or solar lights in the area may eliminate some of those concerns.

Mr. Goldie will research the City Code to determine whether there is anything that would prevent the installation of lights.

The Commission discussed sending a letter to the homeowner to address his concerns and pursue establishing an easement.

The Commission reviewed the process for Commission members who have ideas on connecting trails. The concept is initially introduced at a PTRC meeting where it is determined who will do further research and make initial contact.

#### Special Events Update

Ms. Brown reported that the car show was a huge success. The event was well attended with a great assortment of cars and a good time was had by all. The Events Committee will meet to discuss planning for another event next year.

The Events Committee will also meet to discuss the upcoming Holiday Tree Lighting event scheduled for December 7<sup>th</sup>.

#### Communications/Crier Article

Mr. Lucas reported that he spoke to a number of car owners and took several pictures at the car show.

#### General Updates

Ms. Barsch reported that the Barn Tour was very successful. The Land Preserve would like to discuss partnering with the City next year since it is a community event. The Commission also noted that the barn tour opened up the opportunity for citizens to utilize and become more familiar with the City's trail system.

Ms. Brown shared that Coldwell Banker did a recent survey and the City of Cherry Hills Village was named best community in the Country to live in.

Ms. Brown referred to an email that was forwarded to the Commission with a copy of a resolution that was presented at the City Council meeting regarding the establishment of the Quincy Farm Visioning Committee. The new Committee will be under the direction of the PTRC with at least two PTRC members on the Committee. Ms. Brown asked that anyone who is interested in getting involved to contact her. She also asked that if Commission members know of someone in the Community who would like to get involved to let her know.

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

#### Parks Inventory and Planning Spreadsheet Discussion

The Commission discussed the Parks Inventory and Planning spreadsheet. The Commission agreed to replace the term "Wish list" with "Long term planning." The Commission discussed other changes and agreed to hold a study session prior to the next PTRC meeting to finalize the document.

The Commission discussed Blackmer Common being referred to as a park and they agreed they need to define what a park is. One of the priorities listed for 2013 is to identify parks and how to define them. The Commission agreed to look at their own information and research, review the recent process that Greenwood Village went through and to write their own definitions of parks and present the definitions to City Council for approval. Mr. Welborn agreed to begin the process by doing some background research including the recent study done by Greenwood Village.

PTRC 2013 Projects and Priorities Discussion

The Commission received a draft of the PTRC's Projects and Priorities for 2013 in their meeting packet. The Commission agreed that the Quincy Farm Visioning Committee project needs to be moved up in the priority list.

Mr. Goldie informed the Commission that City Council designated money in the budget to hire a consultant to help with the Quincy Farm Visioning Committee project. Mr. Goldie said the Commission also needs to determine if they want to budget funds in 2013 for the John Meade Park planning project. He noted that the City is in the process of drafting a Request for Proposal (RFP) for the Public Works side of the John Meade Park property that will make the boundaries of the property more clear.

Ms. Brown noted that the Quincy Farm Visioning Committee will take two PTRC members and their time, but it should not take up an enormous amount of time of the Parks Commission itself. She said she respects that the Commission are volunteers and they need to determine how much time they can commit and still make progress over the next year.

The Commission discussed concerns with hiring a consultant in the early stages before the Committee can do their own research and determine what their objectives are. They agreed that both the Quincy Farm Visioning Committee and John Meade Park projects will involve people who live in the community and will involve a lot of hard work and volunteer time. They discussed hiring a consultant after they have created a plan to help put their ideas on paper and in a format people can understand.

Ms. Brown confirmed that the PTRC agrees John Meade Park needs to remain on the priority list for 2013 and the Quincy Farm Visioning Committee will be added as the second priority under finalizing the Parks Inventory and Planning.

Councilor LaMair reported that City Council has had some discussions regarding plans for the entire City campus. The City Center project was broken down into three stages. The first stage is the Public Safety Facility and there was discussion that the second stage would likely be John Meade Park. Councilor LaMair suggested that when the PTRC addresses City Council they should question whether John Meade Park is the next stage and is City Council comfortable with the PTRC moving forward with plans for John Meade Park.

Ms. Brown reported that in terms of budgeting for the planning of John Meade Park the Commission will potentially need some funding for a consultant. The consultant would be utilized once the Commission completes the planning process. Ms. Brown suggested that when the Commission presents their priorities to City Council in December they should inquire whether City Council still sees John Meade Park as the next step in the City Center process.

REPORTSa. Parks Division Maintenance Log

Mr. Goldie confirmed that the drainage project at Dahlia Hollow Park has been completed.

Ms. Brown asked what the status of Dahlia Street will be once Denver Water completes the current project they are working on.

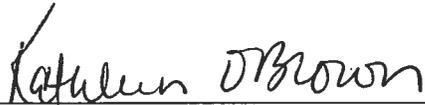
Mr. Goldie responded that Denver Water will be required to resurface the street during the next asphalt season in June or July. He said City Staff will make sure that the resurface meets the City's standards.

b. City Council Report

Ms. LaMair reported that she is excited about the Quincy Farm Visioning Committee and the John Meade Park projects. She reviewed the timeframe for the Quincy Farm project, but said the Commission can request additional time if needed. She believes a consultant could help facilitate the process.

ADJOURNMENT

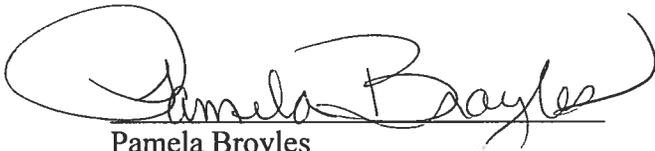
There being no further business the meeting was adjourned at 7:35 p.m.  
The next scheduled PTRC meeting is November 8, 2012.



Katy Brown  
Committee Chairperson



Jay Goldie  
Deputy City Manager/Director of Public Works



Pamela Broyles  
Administrative Clerk