

Minutes of the Parks, Trails & Recreation Commission  
City of Cherry Hills Village, Colorado  
Thursday, November 8, 2012  
at the Village Center

Commission members in attendance: Katy Brown, Bill Lucas, Jeff Welborn, Jeff Ferrell, Karen Barsch, Jim Fairbairn, Councilor VanderWerf. Employees present: Ryan Berninzoni, Parks, Trail and Recreation Administrator, Bill Bauer, Crew Chief, Pamela Broyles, Administrative Assistant.

**CALL TO ORDER**

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

**APPROVAL OF THE OCTOBER 11, 2012 MINUTES**

Mr. Bill Lucas moved to approve the October 11, 2012 minutes. Mr. Jeff Welborn seconded the motion and it passed unanimously.

**AUDIENCE PARTICIPATION**

Alix Corboy  
2905 Cherryridge Road  
Cherry Hills Village, CO

Ms. Corboy shared that she is a professional pianist and a board member of an organization that brings world class musicians to Denver. On April 28, 2013 the St. Marks String Quartet of Stanford University is coming to Denver for a performance. As part of an outreach and education program the String Quartet along with a pianist from San Francisco will accompany a silent film in the Kent Denver auditorium. The program is approximately 45 minutes long and kids of all ages can enjoy the event.

Ms. Corboy asked the PTRC if they could provide funding and publicity for the event. She said this is a fun way to bring a world class ensemble to Cherry Hills Village and provide educational opportunities.

Ms. Brown reported that the Commission does not have funding for a sponsorship, but they can help with signage, volunteers and promotional opportunities.

Mr. Welborn asked if the event will be recorded and if so, could the PTRC get access to the video to provide an opportunity to show the performance in one of the City's parks at a later time.

Ms. Corboy said she would look into that possibility. She stated that she has already made contact with Martha Welborn regarding an article for the Crier.

**OLD BUSINESS**

Ms. Brown reported that she added the Dahlia Hollow Park Improvement and Portable Restroom items to the agenda to bring closure to a couple of issues that the PTRC has worked on for years. She stated that both of these issues have had significant discussion, public input and consideration and she would like to finalize these priorities before focusing their efforts on other items.

a. Dahlia Hollow Park Improvement

Ms. Brown reported that the final proposal was for two boulders and a bench to be placed at Dahlia Hollow Park. She stated that if the Commission chooses to proceed with this recommendation the next step will be to present the proposal to the Planning and Zoning (P&Z) Commission. She looked through the minutes and there was a motion to table the discussion, but there was never a motion to adopt the proposal.

The Commission questioned why the proposal needs to go before the P&Z Commission and asked Mr. Berninzoni to check with the City Attorney for clarification on the appropriate process.

Mr. Berninzoni will check with the City Attorney and report back to the Commission.

MS. KAREN BARSCH MOVED TO PROCEED WITH THE PREVIOUS PROPOSAL TO ADD TWO BOULDERS AND A BENCH AT DAHLIA HOLLOW PARK. MR. JEFF WELBORN SECONDED THE MOTION.

Mr. Ferrell suggested that in view of the Inventory and Planning project that the PTRC is currently working on he believes the Commission should include the Dahlia Hollow Park Improvement in that inventory process.

Ms. Barsch pointed out some issues that the commission needs to address to move forward with the project. One is to figure out how to pay for the improvements. She also indicated that John Meade Park is too far away from a densely populated neighborhood and the Village is in desperate need of a place where families can meet other families and create a community.

Ms. Brown agreed that the Commission needs to determine pricing and if the pricing has changed in the past few years. She suggested that there also needs to be a line item added to the budget. Ms. Brown indicated that there may also be some grant opportunities.

Mr. Welborn indicated that he is frustrated with the budget process and he is concerned that the PTRC can't answer questions without a better understanding. He suggested that a line item should be added to the budget for needed park improvements so the Commission can plan accordingly. The Commission can then go through the appropriate process and steps to move forward.

Ms. Brown believes that the Commission has enough information to make a decision and move forward with the Dahlia Hollow Park improvements.

Mr. Lucas agreed that the Commission should move forward with adding two boulders and a bench at Dahlia Hollow Park.

The following votes were recorded:

Katy Brown	Yes
Bill Lucas	Yes
Jeff Welborn	Yes
Jim Fairbairn	Yes
Karen Barsch	Yes
Jeff Ferrell	No

Vote on Dahlia Hollow Park Improvement: 5 ayes. 1 nay. The motion carried.

b. Portable Restroom along Highline Canal

Ms. Brown reported that on September 8, 2010 City Council approved a motion for a portable restroom in Three Pond Park. She said that there was no subsequent action and no motion to rescind or change that decision. She spoke to the Mayor to inform him that the Commission would like to present this proposal again and asked for direction on how to proceed. The Mayor agreed that City Council did approve a portable restroom in Three Pond Park.

Ms. Brown confirmed that if no one has new information that would cause the Commission not to pursue this action the Commission has the option to direct staff to proceed with the portable restroom as approved by City Council.

Ms. Brown stated for the record, that consistent with City Council's approval of a portable restroom and enclosure at Three Pond Park, on a temporary basis, subject to annual review and within the purview of the PTRC, relative to the precise location within Three Pond Park to accommodate installation and maintenance concerns, the PTRC hereby directs staff to proceed with the implementation of the portable restroom as approved.

Parks Definition Update

Mr. Welborn and Mr. Lucas presented a memo outlining their research on Park definitions. There are four "Permitted Uses" under the City Code referred to as the O-1 District and four "Special Exceptions." They did not find a definition in the code for the terms "Open Space", "Park" or "Recreation Area". The Code does define "Public Recreation Facility" as a recreational facility for the use of the general public, including golf courses, parks, playgrounds, swimming pools, tennis courts and similar recreation uses. They determined this term is broad enough to include things like boulders and horse arenas.

After reviewing the information they determined the primary issue is land use and a definition of a park may not be needed. The question for the Commission is a matter of policy and facilitating communication. Mr. Welborn highly recommended the Greenwood Village website for information on other jurisdictions in Colorado. None of the information he reviewed defined park and open space, but instead used a label and defined the uses through a land use perspective.

Mr. Welborn and Mr. Lucas made the following recommendations:

- The policy of the PTRC is to support a range of civic and environmental uses for open space, park and recreation area lands in Cherry Hills Village.
- The terms "open space", "park" and "recreation area" are often used interchangeably by the PTRC. They refer to any public lands that lie within the CHV O-1 District. These terms do not imply intended or recommended uses for such public lands. Each such use of lands within the O-1 District that is not "permitted" under the CHV Code must be approved as a special exception by the CHV City Council.

Ms. Brown expressed that she appreciates the work on this project. She believes it will be beneficial for the Commission to define that when they refer to open space they are referring to the O-1 District and these permitted uses.

Ms. Barsch commented that she agrees, but for the importance of clarification some things that are zoned O-1 are not run by the Village and she recommended changing the verbiage to "owned by the City".

Mr. Berninzoni will forward the section in the City Code that defines Parks to Mr. Welborn.

Mr. Welborn will make the recommended changes and forward a copy to Administrative Assistant Pamela Broyles.

### **SUBCOMMITTEE DISCUSSIONS**

#### **a. Summary Sheet**

##### **Trail Enhancement Update**

Mr. Berninzoni will draft a letter to the homeowner on High Street regarding an easement.

#### **1. Highline Access Trails**

Mr. Welborn reported that he asked Mr. Berninzoni to research the ownership of two parcels in the City:

The first parcel is a trail link between north Dahlia south of the High Line Canal. The second parcel is on Albion Street and it is the only way to get from Albion Street to the High Line Canal. Residents have been using these trail links for several years.

Mr. Berninzoni confirmed that both parcels are public lands. Mr. Berninzoni recommended a public hearing before identifying these parcels as public trails as a courtesy to inform neighbors before any work begins.

The Commission agreed to send a letter to neighbors prior to any work notifying them of the improvements. The Commission agreed that the improvements will include bollards and a trail marker so people recognize they are on a public trail and they are not trespassing. The new trail links will also be added to the City's trail map the next time maps are ordered.

MR. JEFF WELBORN MOVED TO DESIGNATE TWO TRAILS OFF OF DAHLIA AND ALBION WITH THE MINIMAL AMOUNT OF IMPROVEMENTS TO THE TRAILS TO INCLUDE BOLLARDS AND A TRAIL MARKER AND TO NOTIFY ADJACENT NEIGHBORS BY LETTER. MR. JIM FAIRBAIRN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

#### **Special Events Update**

Ms. Brown reported that the Special Events Committee met to review the car show event and plan for the upcoming Holiday Tree Lighting. The Committee agreed to have the car show next year at approximately the same time in the fall. The Holiday Tree Lighting event is scheduled for December 7, 2012. Ms. Brown noted that the success of this event is dependent on weather.

Mr. Welborn suggested that the Committee could show a short video during the summer Movie Night of past events such as the car show or the musical event that Ms. Corboy introduced earlier.

#### **Communications/Crier Article**

Ms. Brown referred to some articles in the past on trail and park walks that could be used as articles for the Crier if there is nothing else to report on.

General Updates

Mr. Fairbairn requested that a dog station at the north end of Woodie Hollow off of Vine Street be added as a needed improvement on the Parks Inventory and Planning spreadsheet.

Ms. Brown reminded the Commission that there is a working session before the City Council meeting on November 20<sup>th</sup> starting at 6:00 p.m. and she would like Commission members to be there.

Ms. Brown reported that Jeff Ferrell, Jeff Welborn and Karen Barsch have expressed interest in the Quincy Farm Visioning Committee. She is working with City Council to identify a Council member who will join the Committee. Ms. Brown indicated that there are also members at large and she would like to recruit members that are not already taxed with other commissions. She asked the Commission to let her know if they have any suggestions or know someone who has experience.

Councilor VanderWerf stated that they have interviewed three candidates for the PTRC vacancy and some of the candidates would be good for the Quincy Farm Visioning Committee.

**b. Parks, Trails and Recreation Enhancement**PTRC Projects and Priorities for 2013 - Final Discussion

Mr. Berninzoni presented the final recommendation for the PTRC Projects and Priorities for 2013. Mr. Berninzoni would like to present this recommendation at the November 20<sup>th</sup> or December 11<sup>th</sup> City Council meeting.

Ms. Brown stated that given the Commission's previous discussion this evening on the portable restroom and Dahlia Hollow Park improvement, funding for the park improvement probably won't happen until next year, but she asked if there is an opportunity to add the funding for the portable restroom this year.

Mr. Berninzoni will speak with the City Manager regarding funding for the portable restroom and get back to the Commission.

Ms. Barsch questioned the maintenance being done on the horse jumps at Three Pond Park.

Mr. Berninzoni responded that money was specifically budgeted for this year to maintain the horse jumps for safety reasons.

The Commission reiterated that they do not want additional funding to be used for the horse arenas.

Mr. Berninzoni reminded the Commission that the PTRC is not charged to give direction on issues that relate to the City such as day to day operations and general projects that relate to staff.

The Commission agreed that it is important to be more familiar with the budget process and allocating funds.

Ms. Brown indicated that they need to make sure City Council is informed and in agreement with the Commission's priorities for the City's Parks and Trails system when the budget is presented to them. She said the Commission needs to be a part of that process and present when City Council is debating these issues.

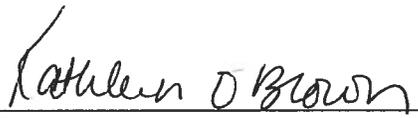
**REPORTS**

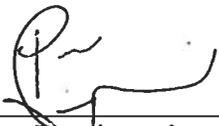
a. Parks Division Maintenance Log  
There was nothing to report on this subject.

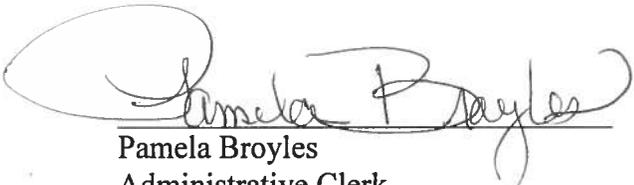
b. City Council Report  
Ms. VanderWerf pointed out that while preparing for the future when there is no water in the Canal there may be some opportunity to provide access to trails without having to add bridges.

**ADJOURNMENT**

There being no further business the meeting was adjourned at 7:40 p.m.  
The next scheduled PTRC meeting is December 8, 2012.

  
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Katy Brown  
Committee Chairperson

  
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Ryan Berninzoni  
Parks, Trails and Recreation Administrator

  
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Pamela Broyles  
Administrative Clerk