

Minutes of the Parks, Trails & Recreation Commission
City of Cherry Hills Village, Colorado
Thursday, April 10, 2014
at the Village Center

Commission members in attendance: Bill Lucas, Jeff Ferrell, Karen Barsch, Robert Eber, Joshua DiCarlo, Colleen Dougherty, Mike Gallagher and Councilmember Katy Brown. Employees present: Ryan Berninzoni, Parks, Trails and Recreation Administrator, Jay Goldie, Deputy City Manager, Matt Krebsbach, Parks Crew Chief, Pamela Broyles, Administrative Assistant.

CALL TO ORDER

Chairman Bill Lucas called the meeting to order at 6:30 p.m.

APPROVAL OF THE FEBRUARY 13, 2014 MINUTES

Ms. Karen Barsch moved to table approval of the February 13, 2014 minutes until the May 8, 2014 Parks, Trails and Recreation Commission (PTRC) meeting. Ms. Colleen Dougherty seconded the motion and the motion passed unanimously.

AUDIENCE PARTICIPATION

There was no audience participation

2014 PARKS DIVISION PROJECTS AND PRIORITIES (Presented by Parks Crew Chief Matt Krebsbach)

Mr. Krebsbach, Parks Crew Chief, presented the Parks Department annual report including 2013 projects that have been completed and the proposed projects for 2014.

2013 projects:

- Pruned trees in the City's parks.
- Mapped all trees in the City's Parks through the GIS system. Will continue to use the GIS system to map donated benches, fence lines, trash cans and park signage.
- Improved the island at Clarkson.
- Started phase 1 of irrigating the High Line Canal and tree planting program.
- Treated trees and shrubs with pesticides for outbreak of Japanese Beetle.
- Started phase 1 of pedestrian bridge inspections and upgrades. Staff upgraded the Fairfax Bridge and Dahlia Hollow Bridge.

2014 projects:

- Staff continues to work on accreditation through the American Public Works Association. The goal is to achieve full accreditation by the end of 2014.
- Program all irrigation system in the GIS system.
- Began marking all raised edges and cracked sidewalks around the City to be repaired or removed for safety.
- Establish a data dictionary for bridge maintenance with handheld GIS to use for quarterly inspections.
- Continue with seed reclamation project in the City's Parks to reestablish native grass.
- Planted trees along High Line Canal in a specified location near the irrigation that was installed in the fall.
- Conduct annual bridle trail maintenance including pruning the City's trails.
- Continue with pedestrian bridge upgrades starting with bridge over Little Dry Creek at the bottom of Cherryvale that connects the two Woodie Hollow Parks.

- Irrigation enhancement in entry features at Happy Canyon and Quincy Avenue and Holly Street and Belleview. All irrigation will be replaced with more efficient irrigation and drought disease tolerant sod.

SUBCOMMITTEE DISCUSSIONS

a. Summary Sheet

Trail Enhancement Update

Trail #5145

Mr. DiCarlo reported on trail 5145 that begins at Pond Road and dead-ends at Tenaya Lane. The Trail Enhancement Subcommittee is considering whether to approach the neighbors on Tenaya Lane to establish an official trail for the east west corridor. They suggested that any recommendations to City Council should go through Rob Zuccaro. The Commission agreed not to pursue contacting the neighbors at this time.

Right-of-way and trail dead end near South Vine Street

Mr. Gallagher described a dirt road off of Quincy Avenue on the south side of the Country Club that dead-ends at the homeowner's property. The homeowner's have posted a sign saying "Private Property Do Not Enter," but the City has access through trail #4518. The Trail Enhancement Committee questioned whether the City should abandon this trail to save on maintenance costs.

Mr. Goldie responded that the City did install a bollard at this location to mark the trail, but someone removed it. Staff can install another bollard so the trail is clearly marked as a City trail. He stated that the Commission could decide to remove the trail from the trail map, but the City will still maintain the road easement because the road is a City right-of-way for sewer lines.

The Commission agreed not to abandon the trail due to the City sewer lines in the area.

Radcliff Low Water Crossing

Mr. Gallagher went on to describe a trail off of Quincy Avenue about 100 yards south of Franklin where there is a bollard marking a quiet entry that heads east. This is a very narrow path between two homes that dead ends at Little Dry Creek. The Subcommittee is considering whether to send a letter to the homeowners to secure an easement. The Subcommittee is recommending that Ryan Berninzoni draft a letter to the homeowners expressing interest in meeting with them. The letter will be reviewed by the Commission before it is mailed.

Mr. Berninzoni agreed to draft a letter that can be sent to the homeowners to initiate discussion for an easement.

Special Events Update

Ms. Dougherty reported that the 2014 Outdoor Movie Night is scheduled for August 23rd and the Holiday Tree Lighting event is scheduled for December 12th. The Committee is waiting for the release of the Bronco's schedule before finalizing a date for the car show. They will also work with the Barn Tour Committee to coordinate a date that does not conflict with their event. The Committee is considering moving the car show event from a Sunday to a Saturday in conjunction with a farmers market.

Open Space Report

Ms. Dougherty attended a meeting arranged by Mayor Doug Tisdale to discuss open space. Mayor Tisdale suggested that the PTRC should be the City's shepherd for open space. The task is to create a management plan from the City's master plan that is more detailed around land acquisition and identifying the types of Parks the City has and

whether they are active, passive or open space. It was suggested that the PTRC consider including a community group to get valid input, but the PTRC will remain the advisory board. The PTRC has already completed a lot of the ground work for this project and there is a list of potential properties that have been categorized based on priority. City Council is focused on land acquisition and they have agreed to work through that process based on confidentiality concerns. There was also discussion on conducting a demographic analysis of Cherry Hills Village. Mr. Dougherty will follow-up on the status of the open space discussion and report any updates to the Commission at the May meeting.

Communications/Crier Article

Mr. Eber wrote an article for the Village Crier reviewing items that the PTRC has recently or is currently working on.

General Updates

Ms. Dougherty informed the Commission that the City has formed a new Undergrounding Utility Committee to research the undergrounding of utility lines in the Village. The information is also on the City's website.

b. Parks, Trails and Recreation Enhancement

There was nothing to report on this subject.

QUINCY FARM VISIONING COMMITTEE (QFVC) UPDATE

A subcommittee has been formed to create a more detailed report. Mr. Ferrell reported that the subcommittee has completed a draft report that addresses financing and expenses for City Council.

PTRC REPORT TO CITY COUNCIL – CHAIR BILL LUCAS

There was nothing to report on this subject.

REPORTS

a. Parks Division Maintenance Log

There was nothing to report on this subject.

b. City Council Report

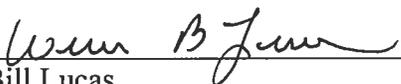
Councilor Katy Brown reported that she feels strongly that the PTRC is the group to study open space with their knowledge and the work that has already been done.

Councilor Katy Brown reported that City Council is scheduled to hear the application for play boulders in Dahlia Hollow Park at the April 15, 2014 meeting.

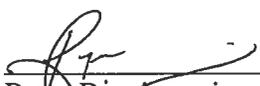
ADJOURNMENT

There being no further business the meeting was adjourned at 8:49 p.m.

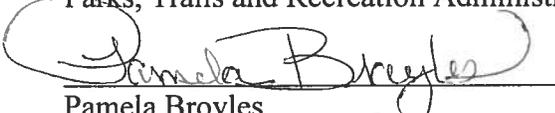
The next scheduled PTRC meeting is May 8, 2014.



Bill Lucas
Committee Chair



Ryan Berninzone
Parks, Trails and Recreation Administrator



Pamela Broyles
Administrative Clerk