

Minutes of the Parks, Trails & Recreation Commission
City of Cherry Hills Village, Colorado
Thursday, September 11, 2014
at the Village Center

Commission members in attendance: Bill Lucas, Robert Eber, Colleen Dougherty, Joshua DiCarlo, Mike Gallagher, Nina Itin and Councilor Katy Brown. Employees present: Ryan Berninzoni, Parks, Trails and Recreation Administrator, Matt Krebsbach, Parks Crew Chief, Pamela Broyles, Administrative Assistant.

Absent: Rob Ganger

CALL TO ORDER

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

APPROVAL OF THE JULY 10, 2014 MINUTES

Mr. Robert Eber moved to approve the July 10, 2014 minutes as amended. Mr. Mike Gallagher seconded the motion and the motion passed unanimously.

AUDIENCE PARTICIPATION

There was no audience participation.

MASTER PLAN UPDATE DISCUSSION – ROB ZUCCARO

Mr. Rob Zuccaro, Community Development Director, addressed the Commission regarding updating the 2008 Village Master Plan. Revisions to the master plan are projected to go before City Council in 2015. The purpose of this meeting is to help the City determine budget needs and a plan for how the revision process will take place.

Mr. Zuccaro presented a list of questions regarding the master plan. The same questions were asked of the Planning and Zoning Commission and the PTRC Commission was provided with a brief summary of their answers.

The following questions were addressed:

1. Does the Commission believe that it is important to undergo a formal process for updating the master plan in 2015?

The Commission discussed the importance of having feedback from the community through public meetings or a survey. The Commission believes it is also important to analyze the data from the 2010 census to determine if the demographics of the City have changed. The Commission agreed that it is important to undergo a formal process for updating the master plan.

2. Does the Commission believe the update would most likely include only minor amendments to the existing master plan or should a more comprehensive rewrite be considered?

The Commission agreed that the master plan is vague on how it defines Parks, Trails and Recreation. Examples included the term semi-rural and what that means and what is active space versus open space. The Commission agreed that the master plan does not need a large rewrite, but there are places that need more explanation and expansion. The Commission would also like to see more indicators and measurements in the plan. There was discussion that an expert in vocabulary and understanding as to what park uses are might be helpful. The Commission did not think a consultant was necessary.

3. Does the Commission recommend that a citizens' advisory committee be appointed to assist with the master plan update?

The Commission agreed that the PTRC and P&Z Commission can share the responsibility including citizen input. The Commission agreed it is not necessary to create a separate formal committee.

4. Does the Commission recommend using a professional planning consultant to assist with facilitation and drafting the master plan update?

The Commission envisions holding public hearings at PTRC meetings where the community will have the opportunity to voice their opinions. They are not opposed to getting outside assistance if it is needed, but this should be determined by City staff if they find the process overwhelming.

5. Does the Commission recommend conducting a survey to help inform the planning process? If a survey is to be conducted, should efforts be made for the survey to be statistically valid?

Mr. Zuccaro informed the Commission that the last City wide survey was conducted during the 2008 planning of the master plan. The survey provided the entire community with an opportunity to voice their opinions if they were unable to attend public hearings.

The Commission discussed doing a valid survey to provide baselines and establish trends in the Village. The survey would show whether the demographics have changed. The Commission would like to get feedback on items such as how many bikes and horses there are in the Village and how many kids based on age groups. The survey could provide a better understanding of the lifestyle of Village residents. Overall the Commission agreed there is value in having a valid survey provided the information is used.

Mr. Zuccaro will provide the Commission with a link to review the previous City wide survey and the cost to conduct the survey. A copy of the P&Z survey will also be provided.

Mr. Zuccaro suggested that the PTRC and P&Z Commission should have additional discussions regarding the value of a survey before making a recommendation to City Council since P&Z did not think a survey added value.

SUBCOMMITTEE DISCUSSIONS

a. Summary Sheet

Trail Enhancement Update

Mr. Gallagher reported that a letter was mailed to Mr. Ferguson regarding a possible easement at the Radcliff low water crossing with no reply. Mr. Gallagher also made multiple calls to Mr. Ferguson with no response. Based on no response and several failed attempts in the past, the Commission agreed not to pursue the easement.

Special Events Update

The 2014 Outdoor Movie Night was a great success with a record crowd.

The third annual Cherry Hills Village Car Show is scheduled for Sunday September 21st.

The Holiday Tree Lighting event is scheduled for December 12th.

The Barn Tour hosted by the Cherry Hills Village Land Preserve is scheduled for September 28th.

Open Space Update

Mr. Lucas reported that it is important to hold informal meetings on open space to coordinate and share information to identify properties.

Communications/Crier Article

Mr. Eber will write a small article for the Village Crier provided there is space after the election information is posted.

Quincy Farm Visioning Committee Update

Mr. Lucas reported that the Quincy Farm Visioning Committee has confirmed that it will present its report at the October 9th PTRC meeting.

b. Parks, Trails and Recreation Enhancement**2015 Parks Funds Budget Presentation**

Mr. Berninzoni presented the proposed 2015 Parks budget to the Commission. Parks and Recreation Fund 30, Arapahoe County Open Space Fund 14, Conservation Trust Fund 07 and the Catherine H. Anderson Land Donation Fund were reviewed.

The Commission discussed the history of creating the Recreation Reimbursement Program. Councilor Katy Brown reported that the Recreation Reimbursement Program is mandated through the South Suburban exclusion agreement.

NEW BUSINESS

Mr. Berninzoni reported that the City completed the American Public Works Association (APWA) accreditation process that City staff has been working on for approximately 5 years. The Public Works Department achieved a 99% approval rating.

PTRC REPORT TO CITY COUNCIL – CHAIR BILL LUCAS

There was nothing to report on this subject.

REPORTS**a. PTRC Retreat**

The Commission agreed to hold the PTRC retreat on the afternoon of October 24th and the morning of October 25th.

b. Upcoming PTRC Projects – John Meade Park

The Request for Proposal (RFP) for a consultant to assist with the planning of John Meade Park has been posted and a decision will be made the beginning of October.

c. Parks Division Maintenance Log

There was nothing to report on this subject.

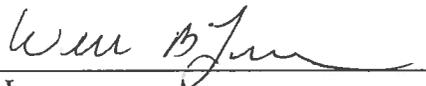
d. City Council Report

Councilor Katy Brown reported that City Council voted to allocate all of the proceeds of the excise tax above \$100,000 from the BMW Golf Tournament to the Catherine Anderson Fund.

Councilor Katy Brown reviewed City Council's schedule for approval of the 2015 budget.

ADJOURNMENT

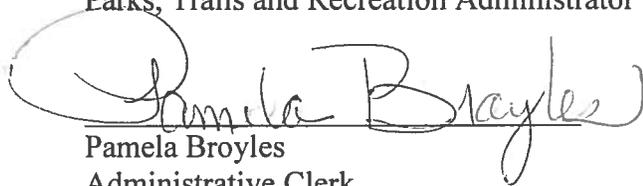
There being no further business the meeting was adjourned at 8:20 p.m.
The next scheduled PTRC meeting is October 9, 2014.



Bill Lucas
Committee Chair



Ryan Berninzoni
Parks, Trails and Recreation Administrator



Pamela Broyles
Administrative Clerk