



ANNUAL REPORT **2018**



**City of Cherry Hills Village**



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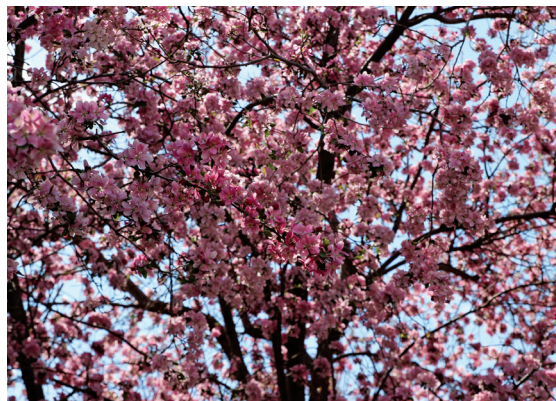
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# From the Mayor



**Dear Cherry Hills Village residents,**

**I**t is with great pleasure that I present to you the 2018 Annual Report for the City of Cherry Hills Village which is a product of the efforts of both City Council and City staff. 2018 brought forth many accomplishments which reflected the focus and leadership of the City Manager Jim Thorsen, among them the completion of the Public Works Facility in Sheridan and the construction of the new City Hall.

**A few of the accomplishments highlighted in this report are:**

The City's audited financial statements reflect that the assets of the City exceeded its liabilities by \$39.0 million (net position) and the General Fund actual revenues exceeded forecasted revenues by over \$1.4 million in 2018. Additionally, the City's Finance Department was awarded the Distinguished Budget Presentation Award for the 2018 budget. Jessica Sager, who has been with the City since 2005, was named Finance Director at the end of 2018.

Throughout 2018, the Village Police Department continued to focus on community policing, traffic, crime prevention and customer service. The region has been subject to an increase in property crimes including thefts from motor vehicles and burglaries. The Police Department continues to encourage residents to ensure their doors and windows are locked and alarms turned on. Residents are also encouraged to sign up for the City's alert system (NotifyMe) as well as Arapahoe County's alert system (ArapAlert).

One of our officers, Cory Sack, successfully foiled a home invasion robbery. During the incident, Officer Sack was wounded, suffering gunshot wounds to his ankle and leg. The quick response of our Police Department to events such as this continues to make our Cherry Hills community one of the safest communities in the Denver Metropolitan area.

As usual this year our Public Works Department cleared the snow from our roads with snow plows decorated by students of Kent Denver and Cherry Hills Elementary. Our roads, parks and trails are cared for with such diligence that we often forget that our ability to transverse our roads and trails is accomplished through the hard work of the Public Works Department. This year the employees of the Public Works Department enjoyed an accident and injury free year, which translates to lower insurance rates for the Village and reflects good hiring practices and training. The Department was also reaccredited through the American Public Works Association.

I would like to thank all of the Village residents that serve on Boards and Commissions for their willingness to volunteer. Their hard work and commitment support the efforts of our staff and create a synergy that makes success possible and the Village a better place. Thank you for all you do. Cherry Hills Village, with its semi-rural atmosphere, parks and trails, is a unique gem and it was a pleasure to have the opportunity to serve as Mayor.

*Sincerely,*

Laura Christman,  
Mayor 2014-2018

# From the Mayor



We are proud to present this 2018 Annual Report for Cherry Hills Village. Several years ago our Village was named the “Number One Best Suburb to live” in the United States, and deservedly so. Our Council, Commissions, Committees and Boards are committed to preserving our history and unique character that lead us all to make this Village our home.

The next few years will be challenging and exciting times. I am pleased to describe plans for anticipated Village projects beginning in 2019. They include:

**John Meade Park.** The Village signed a \$3.4 million contract for a major reconstruction of John Meade Park. Arapahoe County, through its Open Space and Trails Advisory Board grant program, will contribute \$500,000. The project includes the demolition of the old fire station, dredging of the existing ponds, and completion of the vision of the Parks Trails and Recreation Commission for the crown jewel in the Village’s park system. When completed in 2020, John Meade Park will take its place alongside the new City Hall and the Joint Public Safety Facility in completing redevelopment of the Village Center as recommended by the Citizen’s City Center Committee (CCCC) in 2007.

**High Line Canal Underpass.** The Village will contribute more than \$700,000 to a \$7 million project to enhance safety and connectivity of the High Line Canal by routing the bike/pedestrian/horse trail under Hampden Avenue and Colorado Boulevard. Construction is planned to be completed in 2020. Partners in this project include the Colorado Department of Transportation, Arapahoe County, High Line Canal Conservancy, and the City and County of Denver.

**Glenmoor/Belleview Traffic Signal.** The Village partnered with Greenwood Village, Glenmoor County Club and Glenmoor Homeowner’s Association to construct a new traffic signal at the intersection of Glenmoor Drive/Steele Street and Belleview Avenue. The Village will fund 25% or \$100,000 of the estimated \$400,000 cost. The new signal will improve safety and accessibility at a location that has experienced several severe accidents and one fatality. Construction is estimated to be completed in 2020.

**Undergrounding Utility Lines.** The Village will use up to \$1.2 million in Xcel undergrounding funds to bury existing power lines along the segment of Quincy Avenue from Happy Canyon Road to Holly Street. This project will implement a recommendation of the 2015 Citizens Utility Line Undergrounding Committee, which prioritized the segment because of their unsightly visibility and the severe damage caused when Xcel has had the tree canopy trimmed. Design and construction are anticipated to be completed in 2020.

**High Line Canal Transformation.** The High Line Canal Conservancy, Denver Water, Mile High (formerly Urban) Drainage, the City of Cherry Hills Village and ten other adjacent communities are implementing The Plan for the High Line Canal, a collaborative framework for this regional open-space asset. The High Line Canal will be transformed from an obsolete water delivery system into a storm water management facility that preserves, protects and enhances this ecological and recreational treasure. A multi-jurisdictional governance plan is under negotiation and should be approved in 2020. Plans are expected to include capital improvements for High Line Canal stormwater detention and annual maintenance obligations for the Canal segment traversing the Village.

**Quincy Farm.** Quincy Farm, an extraordinary 17.55 acre property located in the heart of Cherry Hills Village, was donated to the Village by Catherine Huber Anderson. Covered by a conservation easement that restricts uses to preservation, agricultural, educational, and limited recreational uses, the Farm is the crown jewel of the Village’s assets. In 2020, the Quincy Farm Citizen Committee will present a master plan to realize Cat Anderson’s vision of engaging people of all ages to experience a homestead farm and learn about the Village’s history. Possibilities for public/private/grant funding for maintenance and capital improvements are all being studied.

**Council Meetings.** The Council has authorized the purchase of video equipment to livestream and archive City Council meetings. This will require a one-time capital expense of about \$40,000 and an annual fee of about \$20,000, for production and transcription services. This service is planned to be operational in 2020.

Unlike neighboring municipalities, Cherry Hills Village depends primarily on property taxes to pay for services, maintenance, and improvements. Preserving the City’s sound financial condition while negotiating intergovernmental agreements, public/private partnerships, and grant funding possibilities, will pose substantial challenges and opportunities for Council and City staff to preserve, protect, and improve the best suburb in the United States.

Russell Stewart  
Mayor 2019-Current

# City Staff

The City staff is organized into several different departments. Those departments are:

- City Manager's Office
- Community Development Department
- Department of Finance & Administration
- Police Department
- Public Works Department and the Parks Division

There are currently 52 full-time employees and 7 part-time/seasonal employees.

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**City Manager** - Jim Thorsen

**Deputy City Manager & Public Works Director** - Jay Goldie

**Parks Operations Supervisor** - Jeff Roberts

**Parks & Recreation Coordinator** - Emily Black

**Public Works Project & Right-of-Way Manager** - Ralph Mason

**Public Works and Parks Administrative Assistant** - Pamela Broyles

**Streets Operations Supervisor** - John Pehrson

**Streets Crew Leader** - Jeremy Clayton

**Director of Finance & Administration** - Jessica Sager

**City Clerk** - Laura Gillespie

**Human Resource Analyst** - Kathryn Ducharme

**Municipal Court Clerk** - Terri Littleford

**Community Development Director** - Chris Cramer

**Community Development Clerk** - Ethen Westbrook

**Chief of Police** - Michelle Tovrea

**Commander** - Patrick Weathers

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City Hall is open 8:00 a.m. to 4:30 p.m.  
Monday through Friday and is located at:  
2450 East Quincy Avenue.

The Joint Public Safety Facility is open 8:00 a.m. to 4:30 p.m.  
Monday through Friday and is located at:  
2460 East Quincy Avenue.

The City website is [www.cherryhillsvillage.com](http://www.cherryhillsvillage.com).

# Boards and Commissions

Many thanks to the members of the Village who have volunteered their time and efforts to staff the various boards and commissions!

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## City Council

**Mayor:** Russell Stewart

**District 1:** Randy Weil

**District 2:** Afshin Safavi

**District 3:** Al Blum

**District 4:** Mike Gallagher

**District 5:** Dan Sheldon

**District 6:** Katy Brown (Mayor Pro Tem)

*Cherry Hills Village City Council meetings are generally held the first and third Tuesday of every month at 6:30 p.m.*

## Board of Adjustment and Appeals

Kerry Sullivan, **Chair**

Jennifer Allen, **Vice-Chair**

Steve Elken

John Love

Bill Rapson

Randy Weil (City Council Member)

*The Board of Adjustment and Appeals meetings are held on the first Thursday of every month at 6:30 p.m.*

## Parks, Trails and Recreation Commission

Robert Eber, **Chair**

Fred Wolfe, **Vice Chair**

Stephanie Dahl

Aron Grodinsky

Tory Leviton

Kate Murphy

Peter Sutherland

*The Parks, Trails and Recreation Commission meetings are held on the second Thursday of every month at 5:30 p.m.*

## Planning and Zoning Commission

Mike LaMair, **Chair**

Jennifer Miller, **Vice-Chair**

Doris Kaplan

Bill Lucas

Britta Miles

Peter Niederman

David C. P. Wyman

*The Planning and Zoning Commission meetings are held on the second Tuesday of every month at 6:30 p.m.*

## Public Art Commission

Ann Polumbus, **Chair**

David Schmidt, **Vice Chair**

Elaine Asarch

Kathie Finger

Pamela Hall

Alison Lynch

Gay Warren

*The Cherry Hills Village Art Commission meetings are held on the last Monday of every month at 9:30 a.m.*

## Quincy Farm Committee

Lucinda Greene, **Chair**

Klasina VanderWerf, **Vice Chair**

Melinda Haymons

Earl Hoellen

Gordon Rockafellow

Joel Sydlow

*The Quincy Farm Committee meetings are held on the third Tuesday of every month at 8:15 a.m.*



# Financials

IT IS THE GOAL OF THE CITY OF CHERRY HILLS VILLAGE TO PROVIDE CITY SERVICES AT THE MAXIMUM LEVEL POSSIBLE, WHILE MAINTAINING FISCALLY RESPONSIBLE PRACTICES. THE CITY HAS BEEN ABLE TO ACHIEVE THIS GOAL THROUGH CONTINUED MONITORING OF REVENUE AND EXPENDITURES, ALONG WITH DIRECTION AND SUPPORT FROM CITY COUNCIL THROUGHOUT THE YEAR.

## 2018 Fiscal Highlights Include:

1

The assets of the City of Cherry Hills Village exceeded its liabilities at the close of fiscal year 2018 by \$39.0 million (net position). Of this amount, \$20.7 million (unrestricted net position) may be used to meet the City's ongoing obligations to residents and creditors.

2

At the close of fiscal year 2018, the City of Cherry Hills Village governmental funds reported combined ending fund balances of \$22.1 million, a decrease of \$3.7 million in comparison with the prior year. Approximately 45% or \$10 million is available for spending at the government's discretion (unassigned fund balance).

3

At the end of the fiscal year 2018, the fund balance for the General Fund was \$14 million, of which \$4.2 million was committed to capital expenditures.

4

General Fund actual revenues exceeded budgeted revenue by \$1.4 million for the fiscal year 2018 and actual expenditures were \$530,057 less than budgeted expenditures.

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**In August 2018**, the City of Cherry Hills Village Finance Department was awarded the Distinguished Budget Presentation Award for the City's 2018 budget by the Government Finance Officers Association (GFOA). Former Director of Finance & Administration, Karen Proctor, and current Director of Finance & Administration, Jessica Sager, worked on the budget document for over six months following a strict set of guidelines governed by the GFOA. Once the budget document was submitted, a panel of independent reviewers completed an examination to determine if the document met the budget award requirements. The document had to be rated "proficient" in four categories and fourteen mandatory criteria within those categories in order to receive the award. The Distinguished Budget Presentation Award is the highest form of recognition in governmental budgeting and its attainment represents a significant achievement by the Finance Department.

**In June of 2018**, Karen Proctor submitted her resignation with the City. Karen had been the Director of Finance & Administration since May 2003. At Karen's final City Council meeting, City Manager Jim Thorsen stated, "Karen helped steer the City ship and kept us in good financial standing" and remarked that he was proud of her multiple accomplishments, such as the COP issuance in 2017, the recent GFOA financial award, numerous years of clean audits and the City's long range financial plan. Jessica Sager was named Director of Finance and Administration following Karen's departure. Jessica has been with the City since July 2005 working as the Municipal Court Clerk and then the Accounting Clerk before her promotion.

In 2011, City Council established a Capital Fund to be used for items that cost more than \$5,000 that have a useful life greater than one year. As the City entered a period of decreasing revenues, it became important for Council to prioritize the use of the City's financial resources. The 2018 budget was developed by first assigning revenues to support City operating costs before more discretionary expenditures, such as capital improvements, were included. In 2018, budgeted expenditures for all funds decreased approximately 13% compared to the approved budget in 2017. The decrease was primarily due to expenditure of funds for the three major capital projects that had been included with the 2017 budget.

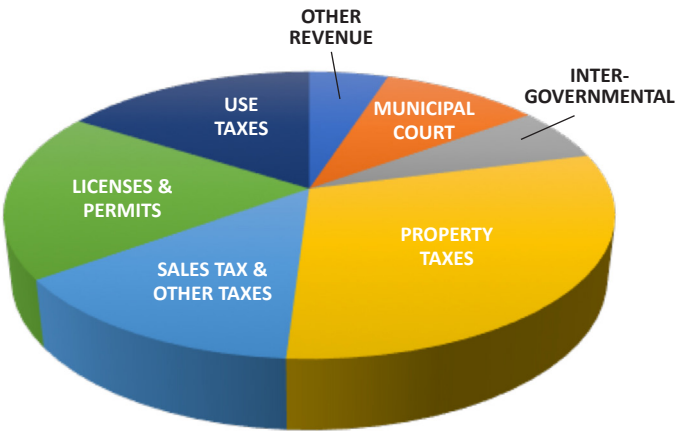
# Financials cont'd

## 2018 General Fund and Capital Fund Revenues

The **General Fund and Capital Fund** are the primary operating funds for the City of Cherry Hills Village. In 2018, total General Fund revenue, combined with the Capital Fund revenue, was \$8,421,680; an increase of 5.8%. The major revenue source for the General Fund is property tax, which saw a decrease from 2017 to 2018 of less than 1%.

### General Fund and Capital Fund Revenues

Intergovernmental.....	\$424,880	5%
Other Revenue .....	\$458,217	6%
Municipal Court Fines & Other Fees .....	\$855,102	10%
Use Tax .....	\$1.2 million	14%
Licenses and Permits .....	\$1.4 million	16%
Sales Tax and Other Taxes.....	\$1.6 million	19%
Property Taxes .....	\$2.4 million	30%

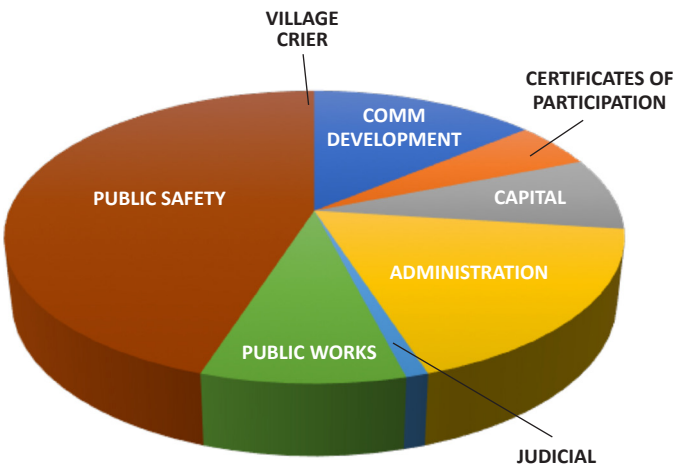


## 2018 General Fund and Capital Fund Expenditures

**Total General Fund and Capital Fund expenditures** in 2018 were, \$6,584,638; a decrease of 4% from 2017. The decrease is primarily due to a decrease in staff and related personnel costs.

### General Fund and Capital Fund Expenditures

Village Crier .....	\$32,959	0%
Judicial.....	\$91,342	1%
Certificates of Participation .....	\$332,004	5%
Capital .....	\$535,197	8%
Community Development .....	\$585,674	9%
Public Works.....	\$975,153	14%
Administration.....	\$1.2 million	18%
Public Safety .....	\$3.0 million	45%



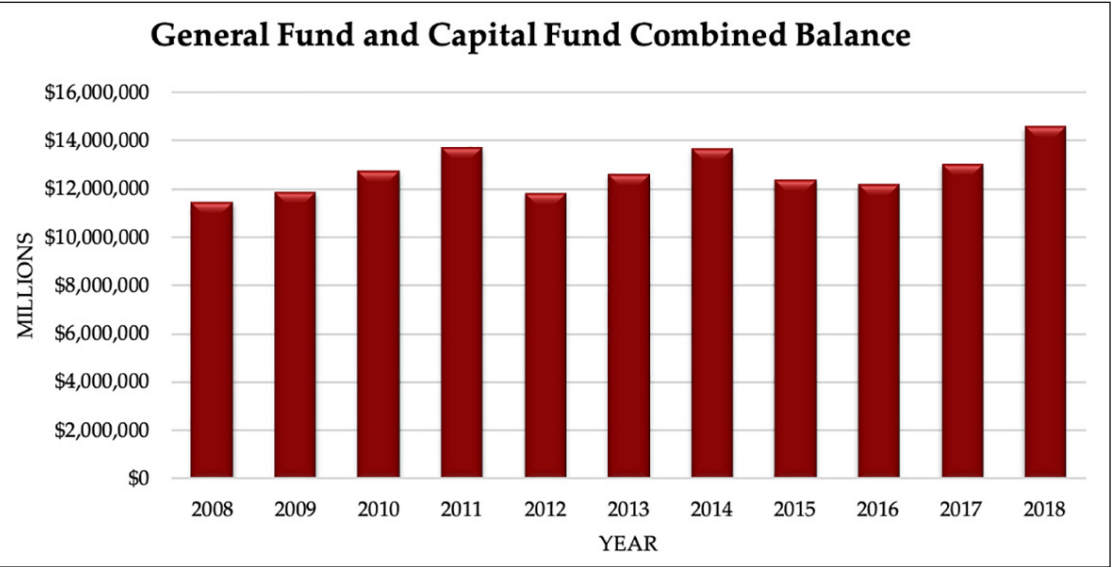


# Financials cont'd

## General Fund and Fund Balance

A healthy fund balance is important to the fiscal strength of the City. The 2018 combined ending fund balance for the General Fund and Capital Fund were \$14.6 million.

### 2018 Ending General Fund Balance



## South Suburban Obligation

The City opted to separate from South Suburban Parks and Recreation District in 2004. As part of the separation, the City was required to pay the District \$9.6 million for the conveyance and transfer of assets. The City is required to make annual principal and interest payments every December. The final payment to South Suburban will be made in December 2019.

The 2018 audited financial statements and the budget document can be found on the City's website at [www.cherryhillsvillage.com](http://www.cherryhillsvillage.com).

# Police Department

**The mission of the Cherry Hills Village Police Department (CHVPD)** is to promote strong community partnerships while providing courteous, professional and ethical police services. In 2018, this mission continued with three main expectations in mind including: providing exceptional service to our community, facilitating and providing procedural justice to any member of the community we contact, and lastly, expecting each member of the department to be held accountable for our actions. Communication with community members is essential to our success and it also helps to strengthen the bond with those we serve.

The City of Cherry Hills Village is considered one of the safest cities in Colorado. However, a five year analysis of statistical data indicates that property crimes increased in 2018 particularly in the areas of theft, theft from motor vehicles and burglary. When reviewing these cases, the Department discovered that this statistic could possibly be lowered with some minimal crime prevention techniques. Citizens are asked to be vigilant with respect to locking car doors and removing valuables and keys, locking all doors to homes and activating alarms systems regularly. Additionally, as in past years, the Department wants to ensure that our residents understand that many fraud incidents begin with the theft of mail. We encourage residents to utilize a locking mailbox for incoming mail and to take outgoing mail to a postal service facility or drop it in a secure postal service mailbox. We also recommend that residents instruct shipping agencies and companies not to leave packages unattended, but rather require a signature upon delivery. To help prevent fraud related crimes, we ask residents to be vigilant with regard to suspicious activities related to any financial transactions or persons unknown to you inquiring about personal information. Remember good crime prevention techniques include locking your vehicle, removing all valuables, utilizing the garage, locking all doors, activating alarm systems and reporting any suspicious activity to the Police Department immediately.

One of the most significant events in the history of the Police Department occurred on August 20, 2018. In the early evening hours, the Arapahoe County Dispatch Center received a report of a 911 hang up call from 7 Sedgwick Drive. Dispatch advised the responding officers that through an open telephone line they could hear several voices and screaming in the background inside the house. Officer Cory Sack arrived on scene to investigate. Just inside the home in the hallway, Officer Sack was immediately confronted by an armed suspect who fired at him. Officer Sack was seriously wounded twice by gunfire, once in the left femur and once in



the right ankle. Cory continues to make progress to return to duty. The Department received remarkable assistance from several law enforcement agencies during the event. With the assistance of the Arapahoe County Sheriff's Office and others, the investigation has so far led to the arrest of five individuals to include the suspected shooter and a second individual who was in the home at the time of the event. The Department wants to acknowledge the astonishing outpouring of support for Officer Sack, his family and the Police Department.

Due to a promotion in late 2017 and a resignation in early 2018, two officers were hired. Officers John Bayman and Matt Smith joined the ranks of police officer. Officer Bayman is no stranger to the Department having worked as both a police officer and code enforcement officer previously for the City with over 30 years of experience. Officer Smith came to our agency with over 20 years of experience as an officer for the Aurora and Elizabeth police departments.

The Police Department is very proud of the relationships and partnerships we have with other law enforcement agencies and the community. To help foster these relationships, the Cherry Hills Village Police Department once again participated in and assisted other City departments with several community events and meetings including: school officials at Kent Denver School and St. Mary's Academy, National Night Out, Faith Based Community meeting, Drug Take Back, homeowner's association meetings, Barn Tour, Denver Century Bicycle Ride and Winter Celebration.

# Police Department cont'd

**The following are some other highlights from 2018:**

In 2018 members of the CHVPD participated in 2,415 hours of training. This included one certified Level One traffic accident investigator, one certified Level 3 traffic accident reconstructionist officer, certified firearms instructor, SRO conference, in-service, firearms, defensive tactics, driving simulator, legal update and many more.

**The Department conducted numerous investigations in 2018 to include:**

1

In-progress arrest of two mail theft suspects later charged with multiple counts of theft.

2

In-progress call of a first degree criminal trespass to a vehicle. An officer was involved in a foot pursuit and was able to catch the suspect who was charged.

3

Multiple auto thefts in one neighborhood. Worked with several agencies to identify the suspects and worked with the Attorney General's office to file Colorado Organized Crime Act (COCA) charges.

4

Theft and burglary case regarding a home for sale. The suspect attended an open house and stole items. CHVPD worked with Denver PD to identify a suspect who was later arrested.

The Department continues to be an asset to other local law enforcement agencies by providing assistance with hiring/promotional processes. We assisted several agencies in 2018 with hiring and promotional processes including Greenwood Village, Arvada, Wheat Ridge, and Englewood.

1

We participated in the 2018 State Seat Belt and DUI special enforcement grant programs.

2

Our officers participated and assisted in several school "lock down" exercises at all of our schools.

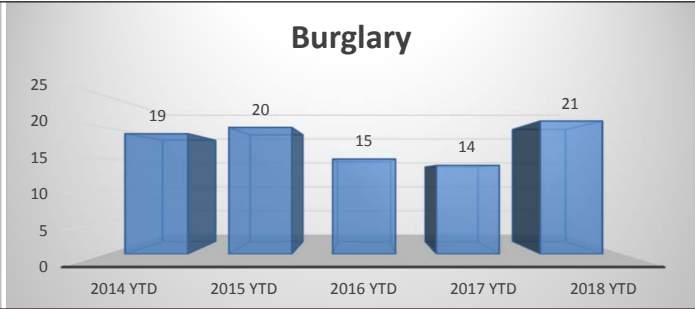
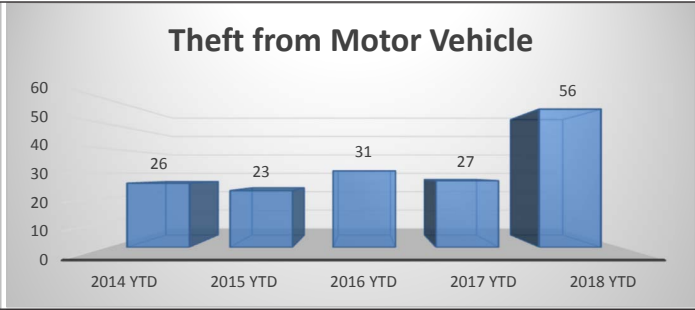
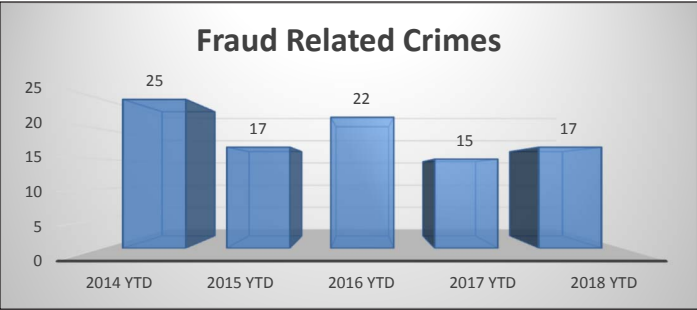
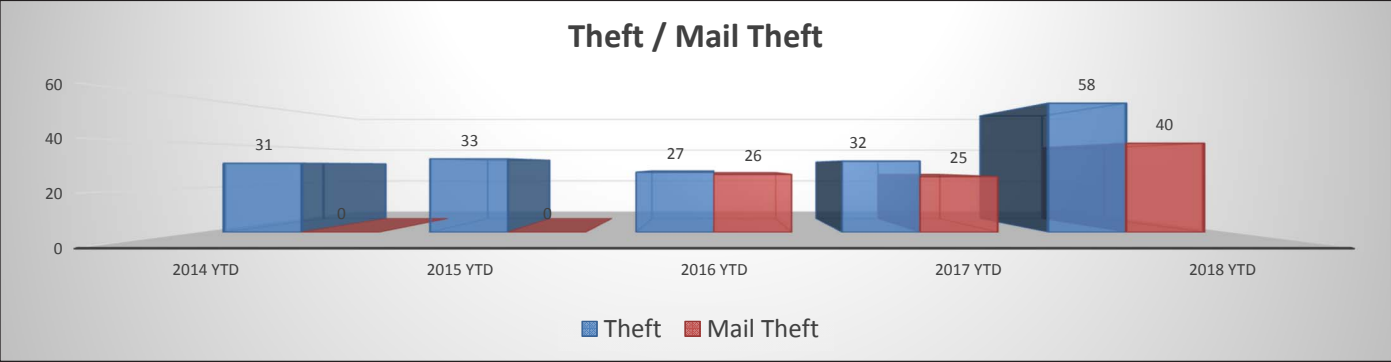
3

We participated in two drug take back days collecting 335 pounds of unwanted prescription drugs which is almost 100 pounds more than what was collected in 2017.

# Police Department cont'd

## Cherry Hills Village Crime Statistics

Year-To-Date Through December (2014-2018)





# Community Development

The Community Development Department strives to provide excellent service to the residents, builders, contractors and designers working in the Village through the Planning, Building and Engineering Divisions. The Department encourages community engagement and dialogue; while protecting the public health, safety and welfare of Village residents by ensuring that development and land use in the Village are consistent with City Municipal Codes and the Cherry Hills Village Master Plan. The Building and Planning Divisions' responsibilities include reviewing and issuing building permits and conducting building inspections. The Planning Division is tasked with long range planning projects and processes development applications such as variances to the zoning code, expansions to the City's private clubs, religious facilities and private schools; as well as development in the floodplain. The Engineering Division reviews drainage plans for private developments and assists City staff with development review and public works projects. The Community Development Department also provides staff support to the City's Planning and Zoning Commission and Board of Adjustment and Appeals.

## Building Permit Activity

In 2018, the City issued 806 building permits, conducted 210 building plan reviews and completed 3,479 building and zoning inspections. There were 11 new home builds in 2018, which is up from 6 new homes in 2017.

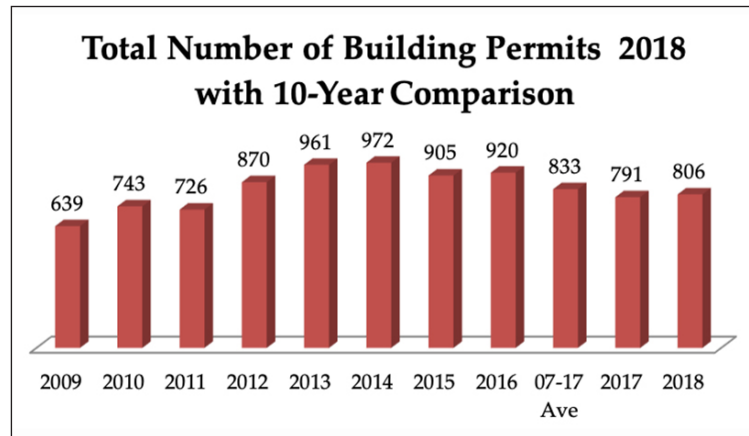
	2018	2017
<b>TOTAL APPLICATIONS</b>	<b>806</b>	<b>791</b>
New Single-Family Home	11	6
Additions, Remodels and Alterations	133	104
Accessory and Recreational Structures	66	51
Other Permits (Fences, Electrical, Plumbing, Mechanical, etc.)	395	443
<b>TOTAL BUILDING PERMIT FEES COLLECTED</b>	<b>\$1,166,742</b>	<b>\$775,307</b>

# Community Development cont'd

## Total Number of Building Permits in 2018

With 10-Year Comparison

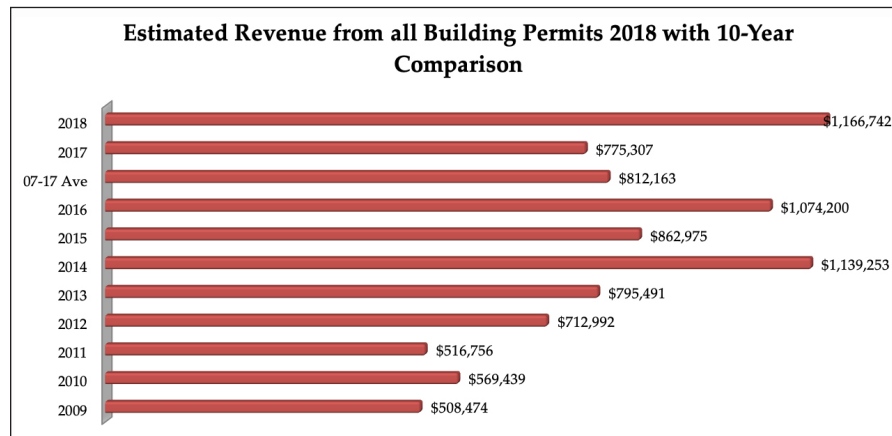
2008	789
2009	639
2010	743
2011	726
2012	870
2013	961
2014	972
2015	905
2016	920
07-17 Ave	833
2017	791
2018	806



## Estimated Revenue from all Building Permits in 2018

With 10-Year Comparison

2008	\$899,034
2009	\$508,474
2010	\$569,439
2011	\$516,756
2012	\$712,992
2013	\$795,491
2014	\$1,139,253
2015	\$862,975
2016	\$1,074,200
07-17 Ave	\$812,163
2017	\$775,307
2018	\$1,166,742



# Community Development cont'd

## Development Review

There were 7 development applications processed by the Community Development Department in 2018. These applications included: two variance requests, three Expanded Use Permits for Kent Denver's accessory bathroom structure adjacent to the tennis courts, Glenmoor Country Club's pool and parking redevelopment, and Cherry Hills Country Club's addition and remodel which was later withdrawn.

	2018	2017
<b>TOTAL APPLICATIONS</b>	<b>7</b>	<b>11</b>
Conditional Use/Wireless Communication Applications	0	1
Expanded Use Applications (religious facility, private school and private club expansions)	3	4
Floodplain Development Permit Applications	0	1
Major Event Permit	0	0
Subdivision/Subdivision Amendment Applications	0	1
Rezoning Applications	1	0
Variance Applications	2	4
Appeal Applications	1	0

## Planning Projects

In 2018, the City processed 2 variance applications relating to setbacks encroachment requests. There was 1 appeal application, which was later withdrawn. The Community Development Department continues to enforce the 2015 International Building Code Series. Additionally, there were 3 Expanded Use Applications from Kent Denver, Glenmoor Country Club, and Cherry Hills Country Club, which was later withdrawn.

## Department Personnel

The Community Development Department includes three full time staff members, the Community Development Director, Community Development Clerk and Stormwater Technician/Code Officer. The Building Division and Engineering Division services are contracted to Colorado Code Consulting and Kimley-Horn respectively.

# Public Works



The Public Works Department mission and vision is:

## Mission

The mission of the Cherry Hills Village Public Works Department is to provide a superior quality, safe and appropriate infrastructure and natural area for all residents. By establishing positive relationships with the community, the Department is able to provide effective, safe and well managed streets, parks and public facilities. The Public Works Department will be stewards of the environment and be fiscally responsible in all aspects of its operation. All Public Works employees will be highly qualified individuals and will be provided with the opportunity to continually increase their knowledge through education and training.

## Vision

To be a well-managed, highly effective department that responds to the current and future needs through creativity and innovation in order to maintain and enhance the community's essential infrastructure and natural resources.

## In 2018 the Public Works Department completed the projects and events below:

**The Public Works Department** was successfully reaccredited through the American Public Works Association.

**Snow removal operations** were completed utilizing staff from both the Streets and Parks Divisions. 274.5 tons of salt sand was applied and 4,000 gallons of magnesium chloride was utilized to fight the snow and ice. Crews drove 7,723 miles during these operations.

**City crews placed** 476 tons of asphalt and 300 boxes of crack seal before the chip seal operations were completed by Vance Brothers. The street sweeper operation removed approximately 568 tons of material from the City streets.

**The Streets crew installed** approximately 9,000 pounds of crack sealant on City streets as a preventative maintenance measure that will minimize the effects of water and ice damage on the surface and subsurface of the streets.

**The Department once again coordinated with** the Public Art Commission and local schools on the annual "Paint a Plow" program. Staff prepped the plows and students from Kent Denver and Cherry Hills Village Elementary painted murals on the front of two plows.

**In an effort to improve safety on the streets,** the Department continued to replace "No Parking" signs, various stop signs and various street signs to meet retro-reflectivity requirements.

**The crew spent several days** working at the new Public Works Facility on the following projects: improving drainage to the facility, installing a salt/sand shed with walls, installing electrical conduit for the future tree farm, painting existing buildings, adding 1,235 tons of recycled asphalt to the yard and placing safety measures in various locations of the facility. The crew also demolished walls in the existing shop to improve mobility within the building. A new security system was also installed to secure the yard and buildings.

**The Streets and Parks Divisions experienced** an accident and injury free year in 2018 due to their mandatory monthly safety trainings, annual customer service and ethics trainings, periodic OSHA training, defensive driving and flagger certification and worker's compensation trainings.

**The annual community shred and recycling day collected** over 10,000 pounds of paper, 5,550 pounds of paint, 4,928 pounds of electronics and over 32,540 pounds of miscellaneous trash.

**The Streets Crew applied** 75 tons of road-base to the parking lot at the High Line and Colorado Boulevard to prevent erosion. 75 tons of road-base was applied to street shoulders throughout the City.

**Gravel road maintenance and repair was performed** with the installation of 6,500 gallons of mag chloride and 14,373 gallons of water for dust suppression.



# Public Works cont'd

**Public Works issued 132 right-of-way permits and processed 152 work order requests.**

2017 PUBLIC WORKS RIGHT-OF-WAY PERMITS	2018
<b>TOTAL PERMITS ISSUED</b>	<b>132</b>
Utility Work	74
Driveway Install/Repair	29
Vehicle Tracking Pad / Construction Access Pad	13
Occupancy Permits	8
Parks or Trail Permits	4
Landscape Permits	2
Major Jobs	2
<b>TOTAL RIGHT-OF-WAY PERMIT FEES COLLECTED</b>	<b>\$47,025</b>

**The City was awarded** a Joint Project grant of \$225,000 from Arapahoe County for a footbridge to cross the High Line Canal at Hampden Avenue as part of the future underpass project.

**The City delivered** 39 trees at a reduced cost to residents for the annual tree planting program. This popular program continues to be a big success.

**The annual Exotic Car Show and Outdoor Movie Night** were cancelled in 2018 due to construction on City Hall. The City looks forward to hosting these events in 2019 at our new facility.

**Staff created** the Trail Passport Program for residents in place of the usual summer special events with over 200 residents participating.

**The eleventh annual Winter Celebration** was held on December 14th with residents enjoying games, face painting, pictures with Santa, refreshments and a hayride pulled by Clydesdales. Attendance was once again at capacity.

**Parks Division replaced** 102 split rail fence posts and 147 fence rails on bridle paths and in parks.

**Parks staff created** a new Nature Trail with signs, a bridge, and a stile and installed three new Plant Select and Pollinator gardens at Quincy Farm.

**Parks installed** a new sculpture in City Park, at the NW corner of Quincy Avenue and University Boulevard, as part of the Cherry Hills Village Art Commission's sculpture-on-loan program. The sculpture was designed by James Surls and is named *Big Bronze Walking Eye Flower*.

**An Open House in August allowed** approximately 150 residents to visit Quincy Farm.

**Parks crew planted** 11 new trees in entry features and open space parks. An additional 6 trees were planted and irrigation installed in Three Pond Park as part of the five-year maintenance plan.

**Parks staff monitored** the large tree pruning and removal contract at Quincy Farm.

**An archaeological assessment of Quincy Farm** was completed with the assistance of a \$10,000 grant from the State Historical Fund.

**Final Construction Documents** were completed for John Meade Park and Alan Hutto Memorial Commons.

**The acquisition of Quincy Farm** comes with routine maintenance obligations for the Parks Division including;

- Routine farm maintenance
- Mowing
- Tree care and maintenance
- Structural maintenance and many other tasks.
- Staff also cleared vegetation around the foundation of the farmhouse to improve drainage and prepare for possible future work to the structure.