

ANNUAL REPORT

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City of Cherry Hills Village

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From the Mayor

As Mayor I am honored to present this 2019 Annual Report for Cherry Hills Village. Our Council, Commissions, Committees, and Boards are committed to preserving our history and tradition as a semi-rural place of repose. The Village continues to preserve its unique character – a pleasant, single family residential community inside a vibrant Denver metropolis. Our Village has been rated by the Wall Street Journal as the best suburb to live in America, and deservedly so.

I'd like to highlight several achievements in 2019:

City Council Live Meetings Live Stream and Video Recordings. On December 11, 2019 fortuitously in time to comply with 2020 state COVID-19 Stay-at-Home and Safer-at-Home Public Health Orders, the Village began live-streaming and video recording Council meetings. Past meetings can be accessed on the Village website under Agendas, Videos & Minutes.

Public Safety. The year-end public-safety statistics for 2019 were good news for the Village. The number of crimes decreased 39%, while the number of arrests fell 10%. The number of traffic tickets remained stable and the number of traffic accidents fell 15%. Notable arrests included the apprehension of five suspects connected with a random home invasion and the injury of Officer Cory Sack. The Village increased public safety transparency with the LexisNexis Community Crime Map -- now operational on the Village Website -- which shows the locations of criminal activity in the Village and surrounding jurisdictions. Police Chief Michelle Tovrea has assembled and leads an outstanding

department committed to assuring that the Village remains the safest suburban community in Colorado.

Budget. At the close of 2019 the Village enjoyed a combined ending balance in all funds of \$20.4 million, a decrease of \$1.7 million from 2018, of which approximately \$11 million was unrestricted. Total General Fund Revenue were slightly more than \$8 million. The Village continues regular payments on the Certificates of Participation used to finance construction of the new City Hall, Public Works, and John Meade Park facilities. The largest operating expense, 45% of the General Fund, was used for Public Safety. A shout out to Jessica Sager and the Finance Department, which was awarded the Distinguished Budget Presentation Award by the Government Finance Officers Association, the highest recognition for municipal budget work.

South Suburban Final Payment.

In December 2019, the Village made its final payment to South Suburban Park and Recreation District, marking the final implementation of the 2002 vote of Villagers to withdraw from the recreation district. The Village will now enjoy the full financial benefit of an additional 7.422 mills or about \$2.2 million annually, from leaving the South Suburban District. Voters indicated their preference in 2002 that the money realized from the withdrawal be used for capital improvements of parks, trails, and open space, the purchase of additional open space and parks and a reduction of the property tax mill levy.

John Meade Park. The Village began construction on a \$3.4 million major reconstruction of John Meade Park in 2019. Arapahoe County, through its



Open Space and Trails Advisory Board grant program, contributed \$500,000. The old fire station was demolished, the ponds dredged, and shelters and walks constructed. John Meade Park will take its place alongside the City Hall and the Joint Public Safety Facility as the final pieces of the central Village Center campus recommended by the Citizen's City Center Committee (CCCC) in 2007.

High Line Canal Underpass. The Village, the City and County of Denver, Arapahoe County, and the Colorado Department of Transportation finalized agreements to construct a \$7 million underpass at Hampden and Colorado Boulevard which will create a safe route to walk, run, and cycle the High Line Canal trail north from our community once construction is completed in 2020.

Continued on next page...

From the Mayor cont'd

Bellevue Medians Improvements.

Greenwood Village allocated about \$2 million to pay for improvements to ten Bellevue Avenue medians adjacent to Cherry Hills Village. The Village agreed to contribute not more than \$60,000 annual for the next five years to defray irrigation and maintenance costs for the new low-water plantings.

Glenmoor/Bellevue Traffic Signal.

The Village, Greenwood Village, Glenmoor County Club and Glenmoor Homeowner's Association partnered together to install a new \$500,000 traffic signal at the intersection of Glenmoor Drive/Steele Street and Bellevue Avenue. The Village funded 25% of the cost, Greenwood Village 50% and Glenmoor Country Club 25%. The new signal will improve safety and accessibility at a congested intersection that has experienced several severe accidents.

Cantitoe Litigation. In 2019 the Village settled litigation, which commenced in 2017 regarding the status of easements in the Cantitoe subdivision, by adopting the ruling of the Arapahoe County District Court. No other litigation was pending against the Village as 2019 closed.

Elimination of Swastika Acres.

In 2019 Council changed the name of the subdivision "Swastika Acres" to "Old Cherry Hills." When incorporated in 1945, Cherry Hills Village acquired a subdivision that had been named Swastika Acres in 1908. At that time the symbol was one of prosperity and good luck, used by indigenous North American tribes, and in the Hindu and Buddhist religions.

Later co-opted by the German Nazi Party after World War I, the swastika became a symbol of anti-semitism. The name has now been removed from real estate records in our Village.

Sanitary Sewer Consolidation.

The Village Master Plan identifies as a priority the consolidation and transfer of City-owned sewer districts. In 2014 the Village imposed a fee increase for residents in such districts, and in 2019 planned for the repair and rehabilitate Village-owned sewer systems. The work, primarily in Districts 1 and 2, is scheduled for 2020-2021.

Code Modernization Project.

The Council voted to approve a wholesale reorganization of Chapters 16, 17, 19 and 20 of the Village Municipal Code. These Chapters regulate construction and other uses of real property, including signs, lighting, fences, walls, wireless communication, setbacks, parking, height restrictions and floor area ratios. These sections of the Code have been organized into an intuitive, consistent, and logical order; use consistent vocabulary and definitions; and now boast streamlined application and review procedures. These Code chapters are key to preserving and enhancing the semi-rural character of the Village.

Quincy Avenue Utility Lines. In 2019, Council commenced planning of undergrounding utility lines along Quincy Avenue, from Happy Canyon Road to Holly Street. This project implements the recommendation of the 2015 Citizens Utility Line Undergrounding Committee, which

prioritized Quincy Avenue because of the damage caused by Xcel tree trimming and is expected to be completed in 2021. Money from the project is provided by a fee paid by all Xcel customers.

The High Line Canal Collaborative.

In 2019 the Village participated in many meetings with fourteen neighboring jurisdictions to plan the future of the High Line Canal. The result was the adoption of the High Line Canal Collaborative, comprised of the Canal Collaborative Forum (CCF), the Canal Collaborative Leadership Team (CCLT) and the Technical Advisory Committee. Denver Water will retain ownership of the Canal; local jurisdictions will retain all regulatory and land use authority; money dedicated by local jurisdictions will be spent only in the local jurisdiction; the High Line Canal Framework Plan will provide the long-term vision; and private money raised by the High Line Conservancy will be used for improvements and maintenance.

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 are substantial challenges and opportunities for Council and City staff to preserve, protect, and improve the best place to live in America.

*Russell Stewart
Mayor*

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 6 part-time/seasonal employees.

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

Finance & Administration Director - 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

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.

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!

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 (Council Liaison)

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

Cherry Hills Village Art Commission

Ann Polumbus, **Chair**

David Schmidt, **Vice Chair**

Kathie Finger

Pamela Hall

Alison Lynch

Gay Warren

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

Parks, Trails and Recreation Commission

Robert Eber, **Chair**

Fred Wolfe, **Vice Chair**

Stephanie Dahl

Aron Grodinsky

Tory Leviton

Kate Murphy

Chelsea Scott

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**

Earl Hoellen

Doris Kaplan

Bill Lucas

Britta Miles

David C. P. Wyman

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

Quincy Farm Committee

Lucinda Greene, **Chair**

Klasina VanderWerf, **Vice Chair**

Rebecca Benes

Dino Maniatis

Gordon Rockafellow

Sally Scott

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.

2019 Fiscal Highlights Include:

1

The assets of the City of Cherry Hills Village exceeded its liabilities at the close of fiscal year 2019 by \$40.3 million (net position). Of this amount, \$19.7 million (unrestricted net position) may be used to meet the City's ongoing obligations to citizens and creditors.

2

At the close of fiscal year 2019, the City of Cherry Hills Village governmental funds reported combined ending fund balances of \$20.4 million, a decrease of \$1.7 million in comparison with the prior year. Approximately 57% or \$11.6 million is available for spending at the government's discretion (unassigned fund balance).

3

At the end of the fiscal year 2019, the fund balance for the General Fund was \$15.6 million, of which \$3.6 million was committed to capital expenditures.

4

General Fund actual revenues exceeded budgeted revenue by \$1.1 million for the fiscal year 2019 and actual expenditures were \$793,643 less than budgeted expenditures.

In October 2019, the City of Cherry Hills Village Finance Department was awarded the Distinguished Budget Presentation Award for the City's 2019 budget by the Government Finance Officers Association (GFOA). 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 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 2019 budget was developed by first assigning revenues to support City operating costs before more discretionary expenditures, such as capital improvements, were included.

In 2019, budgeted expenditures for all funds decreased approximately 14% compared to the 2018 adopted budget. The decrease was primarily due to expenditure of funds for the three major capital projects that had been included with the 2018 budget and personnel changes.

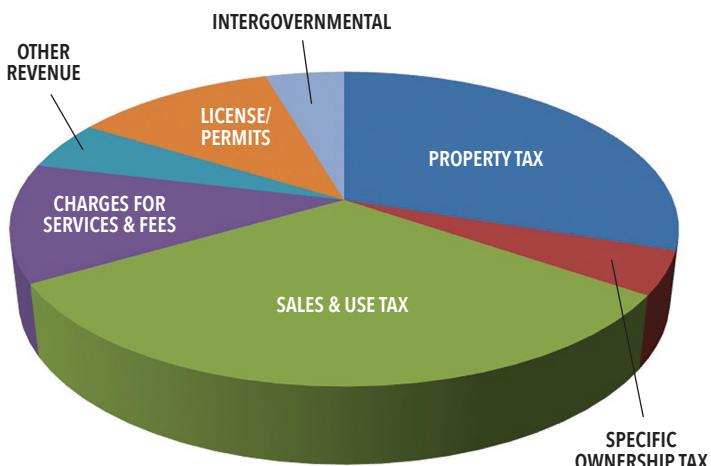
Financials cont'd

2019 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 2019, actual General Fund revenue, combined with actual Capital Fund revenue, was \$8,288,454 and exceeded budgeted revenue by \$1.1 million. The major revenue source for the General Fund is property tax, which saw an increase from 2018 to 2019 of less than 1%.

General Fund and Capital Fund Revenues

Property Tax:	\$2.4 million	30%
Specific Ownership Tax	\$369,436	4%
Sales & Use Tax	\$2.6 million	32%
Licenses/Permits:	\$1 million	12%
Intergovernmental:	\$416,269	5%
Charges for Services & Fees:	\$855,102	12%
Other Revenue:	\$377,409	5%
	\$8,288,454.00	100%

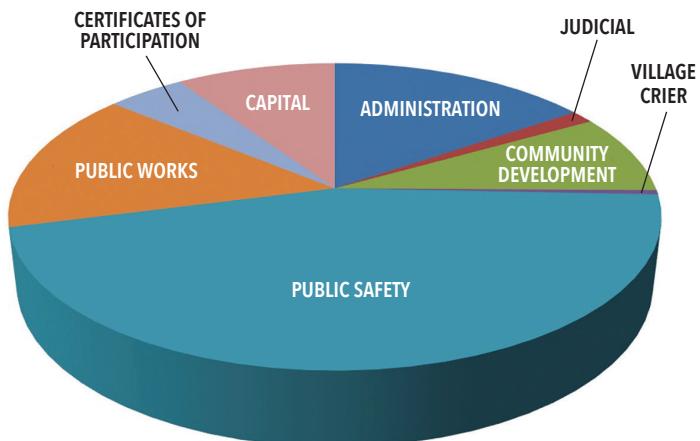


2019 General Fund and Capital Fund Expenditures

Total General Fund and Capital Fund actual expenditures in 2019 were \$7,270,613. Actual General Fund and Capital Fund expenditures were \$793,643 less than budgeted expenditures. Expenditures in the Capital Fund included a new records management for the Police Department and various vehicles and equipment for the Public Works Department and Parks Division.

General Fund and Capital Fund Expenditures

Administration:	\$1.1 million	15%
Judicial:	\$98,823	1%
Community Development:	\$609,712	8%
Village Crier:	\$33,783	1%
Public Safety:	\$3.2 million	45%
Public Works:	\$1 million	15%
Certificates of Participation:	\$332,283	5%
Capital:	\$686,967	9%
	\$7,270,613.00	100%

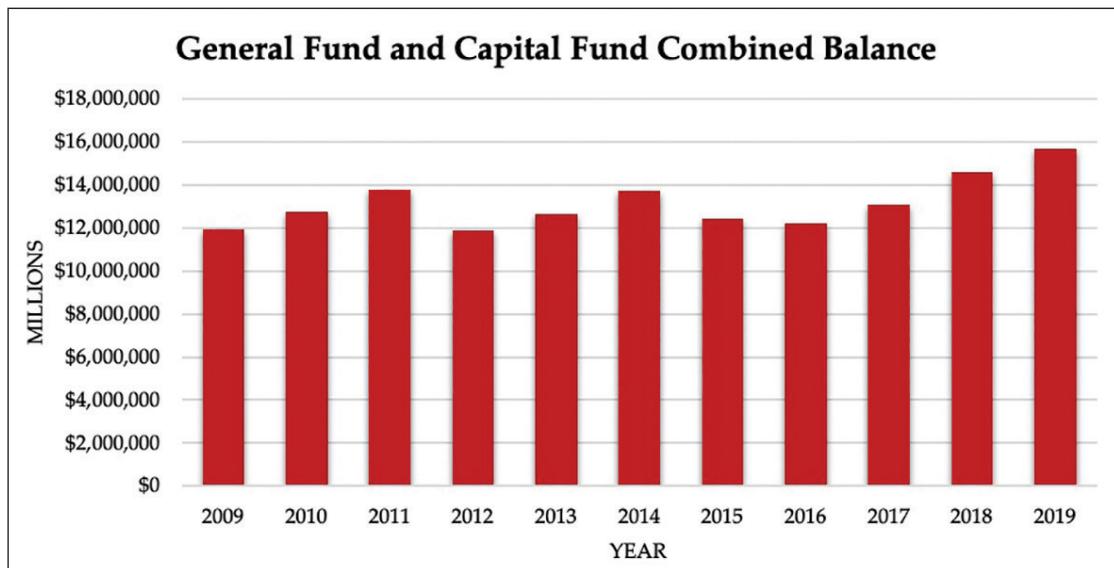


Financials cont'd

General Fund and Fund Balance

A healthy fund balance is important to the fiscal strength of the City. The 2019 combined ending fund balance for the General Fund and Capital Fund were \$15.6 million.

2019 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 was required to make annual principal and interest payments every December. The final payment to South Suburban was made in December of 2019 and a Full Satisfaction of Judgment was filed with Arapahoe County District Court.

The 2019 audited financial statements and the budget document can be found on the City's website at 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 2019, this mission continued to be carried out 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. In 2018, the five year analysis of statistical data indicated that property crimes increased particularly in the areas of theft, theft from motor vehicles and burglary. At that time, the Department asked our citizens to employ some crime prevention techniques to include being vigilant with respect to locking car doors and removing valuables and keys, locking all doors to homes and activating alarms systems regularly. Additionally, the Department asked residents to recognize that many fraud incidents begin with the theft of mail. We encouraged 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 recommended that residents instruct shipping agencies and companies to not leave packages unattended, but rather require a signature upon delivery. To help prevent fraud related crimes, we asked residents to be observant with regard to suspicious activities related to any financial transactions or persons unknown to you inquiring about personal information. This strategy demonstrated positive results. In 2019, all property crimes in the city were reduced. We would like to thank our citizens for remembering the importance of good crime prevention techniques like 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.

On August 20, 2018, Officer Cory Sack responded to a report of a 911 hang up call from a home in the Devonshire Subdivision. Officer Sack arrived on scene to investigate and was seriously wounded twice by gunfire, once in the left femur and once in the right ankle. Cory made a full recovery and returned to work on December 8, 2019. The criminal case continued, and with the assistance of the Arapahoe



County Sheriff's Office, the District Attorney's Office and others, the investigation and prosecution continued in 2019. Five individuals have been arrested including the suspected shooter, a second individual who was in the home at the time of the event and three accomplices. The suspected shooter will stand trial as an adult in 2020. The second subject in the house and two of the three accomplices accepted plea agreements and one accomplice will stand trial in 2020.

The Colorado Peace Officers Standards and Training (POST) requires certified officers to complete 24 hours of in-service training annually. Of the required hours of training, staff must attend 12 hours of perishable skills training including firearms, arrest control and emergency driving. Training is a fundamental part of law enforcement. Other in-service training in 2019 included fraud/identification theft, legal update, emergency operations, employment harassment and administrative writing. In addition to POST requirements, the Department has many certifications to maintain. In 2019, employees of the Department completed approximately 3512 hours of training.

Police Department cont'd

After years of planning and research, a major accomplishment occurred in 2019 with the implementation of a new records management system (RMS).

The Department, in conjunction with Arapahoe County, implemented a new RMS system in November. The new system has modernized the way police records are maintained and developed a sharing network with participating agencies in the County. The new system has also saved staff time for record keeping, arresting, booking, investigation work, and allowed for efficient long-term management of records.

The Police Department is very proud of the relationships and partnerships we have with other law enforcement agencies and the community. We actively participate in training with other agencies and assist with promotional processes with our neighboring law enforcement agencies. The Police Department strives to connect with our community members and works with other City departments to accomplish activities to include the hosting and managing the National Night Out event to enhance community relations with respect to crime prevention in the City. The Department also participates in the semi-annual Prescription Drug take back event in coordination with the Drug Enforcement Administration. In addition, the Police Department attends safety meetings with the faith based community in Cherry Hills Village, evaluates and facilitates emergency drills at all educational facilities and attends homeowner's association meetings. The Department also assists with events like the Barn Tour, Car Show, Outdoor Movie Night and the Winter Celebration.

Notable investigations include:

1

Arrest of a suspect alleged to have committed sex assault.

2

Arrest of burglary suspects (including one arrest in which the suspect had apparently entered three Village homes in September and October).

3

Arrest of a suspect in possession of heroin and other unlawful narcotics.

4

Arrest of a felony theft suspect involving approximately \$130,000.

Participation in 2019 State Seat Belt and DUI special enforcement grant programs.

DRUG TAKE BACK DAYS IN 2019:

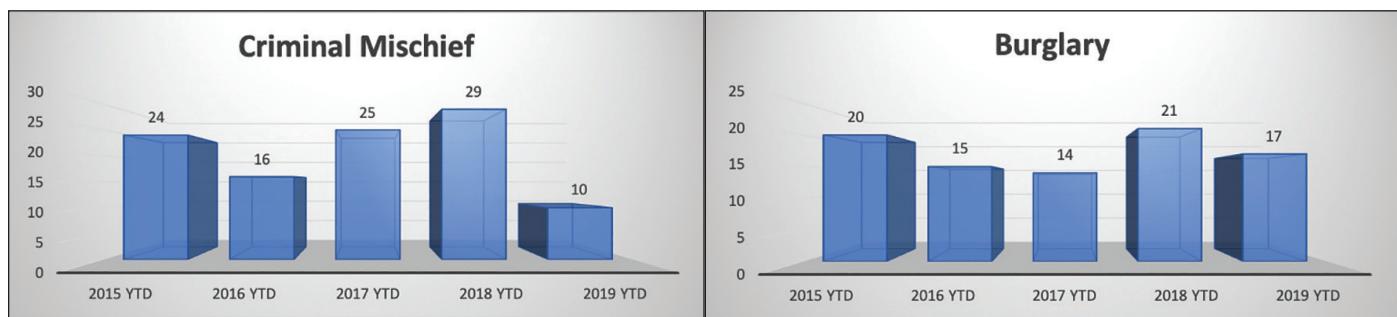
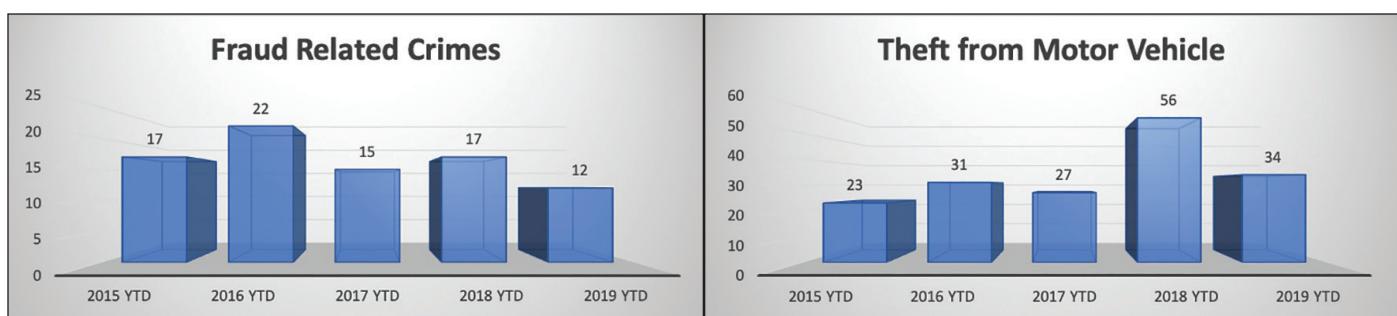
April 27, 2019: 83 Pounds

October 26, 2019: 86 Pounds

Police Department cont'd

Cherry Hills Village Crime Statistics

Year-To-Date Through December (2015-2019)



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 2019, the City issued 730 building permits, including 7 new home builds; which was down from 11 new homes in 2018.

	2019	2018
TOTAL APPLICATIONS	730	806
New Single-Family Home	7	11
Additions, Remodels and Alterations	138	133
Accessory and Recreational Structures	35	66
Other Permits (Fences, Electrical, Plumbing, Mechanical, etc.)	358	395
TOTAL BUILDING PERMIT FEES COLLECTED	\$966,830	\$1,167,142

Department Personnel

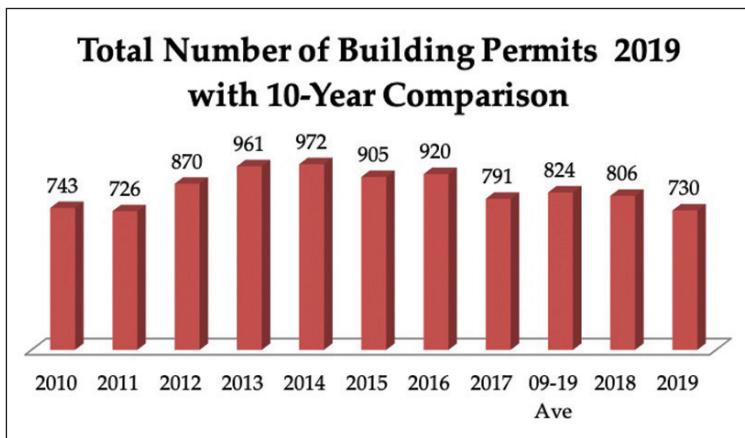
The **Community Development Department** includes three full time staff members, the Community Development Director, Community Development Clerk and Stormwater Technician/Code Officer. The Building Division and Engineering Division services are contracted to Colorado Code Consulting and Kimley-Horn respectively.

Community Development cont'd

Total Number of Building Permits in 2019

With 10-Year Comparison

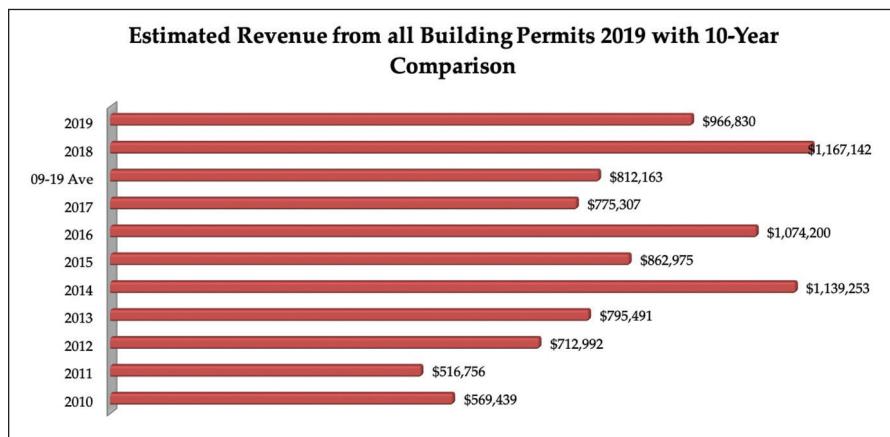
2009	639
2010	743
2011	726
2012	870
2013	961
2014	972
2015	905
2016	920
2017	791
09-19 Ave	824
2018	806
2019	730



Estimated Revenue from all Building Permits in 2019

With 10-Year Comparison

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
2017	\$775,307
09-19 Ave	\$812,163
2018	\$1,167,142
2019	\$966,830



Community Development cont'd

Development Review

There were 9 development applications processed by the Community Development Department in 2019. These applications included two variance requests, one Expanded Use Permit for Kent Denver's amendment to the Upper School Agreement, five subdivision/lot adjustment requests, and one wireless communication application.

	2019	2018
TOTAL APPLICATIONS	9	7
Conditional Use/Wireless Communication Applications	1	0
Expanded Use Applications (religious facility, private school and private club expansions)	1	3
Floodplain Development Permit Applications	0	0
Major Event Permit	0	0
Subdivision/Subdivision Amendment Applications	5	0
Rezoning Applications	0	1
Variance Applications	2	2
Appeal Applications	0	1

Planning Projects

In 2019, the City adopted an updated and modernized version of the zoning ordinance, subdivision regulations, stormwater quality and control, and added a new code regulating the wireless telecommunications facilities. The City updated the latest versions of the International Code Series, National Electrical Code, and National Green Building Standards. These codes are updated every three years to keep pace with new technology and knowledge in construction practices. Additionally, the City processed 2 variance applications relating to setbacks encroachment requests. The Community Development Department and Building Department continues to enforce the 2015 International Building Code Series. Finally, there was one Expanded Use Application from Kent Denver.

Public Works



The Public Works Department Mission and Vision are:

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 2019 the Public Works Department completed the projects and events below:

The new City Hall project was completed. Staff moved into the new facility on February 15th and City Council held the ribbon cutting ceremony on April 16th.

Capital Improvement Projects (CIP) included replacing 132.5 cubic yards of concrete at a cost of \$57,184.35 and 79,626 square yards of chipseal at a cost of \$287,267.71.

The Public Works Department successfully managed the undergrounding project for the Charlou Park General Improvement District.

Snow removal operations were completed utilizing staff from both the Streets and Parks Division. The streets crew was deployed 89 times for snow and ice removal and 435 tons of Ice Slicer (salt) was applied. The City is using Ice Slicer instead of a sand mix. When applied on ice, the Ice Slicer melts the ice enough to break it up without causing major damage to the roads and wear on the equipment. It also minimizes the amount of sand and debris being hauled to the landfill resulting in cost savings of work hours, fuel costs and less maintenance on the equipment.

City crews placed 366 tons of asphalt before the chip seal operations were completed by Vance Brothers. The street sweeper operation removed approximately 243 tons of material from the City streets.

The Streets crew installed approximately 11,250 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.

The night-time Retroreflective Sign Program will be completed every two years instead of every year as the signs being replaced now meet retroreflective standards.

The Streets and Parks Divisions experienced an accident and injury free year in 2019 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, 4,128 lbs. of latex paint and 1,890 lbs. of oil-based paint, 6,277 pounds of electronics and 217 lbs. of other chemicals/batteries.

Gravel road maintenance and repair was performed with the installation of 15,140 gallons of mag chloride and 16,800 gallons of water for dust suppression. The Crew applied 245 tons of road base on gravel roads and 50 tons was added to the road shoulders.

Public Works cont'd

Public Works issued 115 right-of-way permits and processed 203 work order requests.

PUBLIC WORKS RIGHT-OF-WAY PERMITS		2019
TOTAL PERMITS ISSUED		115
Utility Work		71
Driveway Install/Repair		26
Vehicle Tracking Pad / Construction Access Pad		5
Occupancy Permits		11
Parks or Trail Permits		1
Landscape Permits		1
Major Jobs		0
TOTAL RIGHT-OF-WAY PERMIT FEES COLLECTED		\$40,000

The \$3.3M redevelopment project at John Meade Park and Alan Hutto Memorial Commons began in August 2019. The construction includes a new natural play area, a boardwalk through the rehabilitated wetlands, fishing piers at both ponds, a picnic shelter with restrooms, and a performance area. The park is expected to be completed in September 2020.

The Parks Division began a project with the Parks, Trails, and Recreation Commission to rename and replace signs on 20+ miles of City bridle trails. The existing numbering system will be phased out; a named "Village Trail" loop (about 7 miles) was the first phase. This project is receiving positive feedback.

The City began the design process for a footbridge to cross the High Line Canal at Hampden Avenue as part of the future underpass and trail connection project, to be installed in 2020.

The City delivered 35 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 hosted approximately 40 cars and about 200 visitors in the parking lot of the new City Hall – the first time many residents saw the new building.

Outdoor Movie Night was held on August 17th and was a great success with about 150 visitors.

The twelfth annual Winter Celebration was held on December 13th with residents enjoying games, face painting, pictures with Santa, refreshments and a hayride pulled by Clydesdales. The event was changed from entirely outdoors to a mix of activities outdoors and inside City Hall, which was very well-received.

Parks Division replaced 114 split rail fence posts and 158 fence rails on bridle paths and in parks.

Parks crew planted 17 new trees in entry features and open space parks. An additional 7 trees and 9 shrubs were planted, and irrigation installed in Three Pond Park as part of the five-year maintenance plan.

Parks staff monitored the completion of the large tree pruning and removal contract at Quincy Farm and an irrigation project for the Farm's West side, including the installation of a new well pump and filter. Parks also planted 14 new trees at the Farm, replanted the herb garden, and replanted the bed at the Nature Trail entrance.

The City hired a consultant to assist the Quincy Farm Committee to create a Master Plan for the future of Quincy Farm, with an expected completion in summer 2020.