



CHERRY HILLS VILLAGE COLORADO

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City Hall
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75th ANNIVERSARY COMMITTEE AGENDA Thursday, July 10, 2020

9:00 a.m.

1. Call to Order
2. Roll Call of Members
3. Pledge of Allegiance
4. Audience Participation Period (limit 5 minutes per speaker)
5. Consent Agenda
 - a. Approval of June 25, 2020 Minutes
6. Items Removed From Consent Agenda
7. Unfinished Business
 - a. Updated Information for John Meade Park event
 - b. Date for next meeting
8. New Business
 - a. The Villager Newspaper special insert budget
9. Adjournment

Notice: Agenda is subject to change.
If you will need special assistance in order to attend any of the City's public meetings, please notify the City of Cherry Hills Village at 303-789-2541, 72 hours in advance.



Minutes of the 75th Anniversary Committee
City of Cherry Hills Village, Colorado
Thursday, June 25, 2020 at City Hall

9:03 a.m.

ROLL CALL

Co-Chair Dino Maniatis, Co-Chair Thomas Barry, Laura Christman, Doug Tisdale, Nancy Wyman and Michael Robb were present on roll call. Also present were Director of Finance Jessica Sager, Parks and Recreation Coordinator Emily Black and Administrative Assistant Pamela Broyles.

PLEDGE OF ALLEGIANCE

The Committee conducted the pledge of allegiance.

AUDIENCE PARTICIPATION PERIOD

Bob Sweeney
22095 W. Chestnut Place

Mr. Sweeney, Publisher and Editor of The Villager Newspaper, shared with the Committee that the City of Cherry Hills Village has a rich history over the past 75 years. He said he was excited to hear about the plan to do a 75 Year Anniversary event. Mr. Sweeney shared that he previously lived in Cherry Hills Village for six years around 1980 and he started the newspaper primarily because there was a controversial proposal for a golf course and hotel on the corner where the Buell property is now located. He said he talked with Mayor Duncan and told her that he was going to start a newspaper so he could present both sides of the argument. He commented that Cherry Hills Village has a lot of brain power and talent and he understands the philosophy to leave the City alone and let people live in peace.

Mr. Sweeney shared that when he thinks of the 75th Anniversary for the City he sees the past when the City was planned. He said the great thing that Cherry Hills Village did was to enforce its planning and zoning. He shared what he envisions for the 75th Anniversary broken down into two parts:

- First is the past that includes pictures of previous Mayors and what they did for the City, an introduction from the current Mayor, and old photos of Cherry Hills Village when it was still dirt streets.
- Second is the present that includes the new City Hall, John Meade Park, schools, country clubs, churches, and statistics on the City.

Mr. Sweeney said there are boxes of pictures and information dating back to when the paper was started in 1980. There are also files and binders with every story the paper has had on the City for the past 40 years. He proposed that someone from the City go through this information and work with The Villager staff to turn out a 32-page edition on slick paper that commemorates the past 75 years. He sees the paper being mailed to every resident in the City.

Co-Chair Barry advised the Committee is excited to capture the history of Cherry Hills Village and thanked Mr. Sweeney for his input and the great historical knowledge he has of the City. Mr. Barry shared a brief summary of where the Committee started and the changes that have been made. He said the Committee planned two events one being a high-end gala at the Cherry Hills Country Club that included a strong historical element. The plan was to bring people that have lived in the community since the beginning to the event. The second event was in combination with the John Meade Park Grand Opening to do an outdoor family friendly event in the fall. He said due to COVID-19 the gala event planned for August has been cancelled and the Committee is currently planning the fall event on September 26th with adjustments being made for social distancing. Mr. Barry said the Committee is still considering whether to push the gala event into 2021 and whether to continue the 75th Anniversary Committee into 2021. He said the Committee would like to work with Mr. Sweeney on his idea once they determine what the future looks like.

Ms. Sweeney suggested that a sub-committee could be appointed to work with him to sort out the details.

Co-Chair Barry described the event in September as having a strong focus on the present and the beautiful new Park and City Hall. He said the Committee is looking to commemorate the past by having a time capsule presented on September 26th along with a ribbon cutting ceremony. He said they are also planning to incorporate the different groups that make Cherry Hills Village unique such as the Cherry Hills Land Preserve, Quincy Farm Committee, High Line Canal Conservancy, and others.

Committee Member Wyman expressed that doing a historical paper is an excellent idea and is a good way disseminate the information. She said she would be happy to work with Mr. Sweeney and Co-Chair Maniatis to move the project forward.

Co-Chair Maniatis concurred that he would like to work with Mr. Sweeney on the project.

Committee Member Christman asked Mr. Sweeney to provide an outline of what he wants the Committee to do to achieve the insert he was proposing. She said the outline should include a timeframe and any deadlines.

Mr. Sweeney said the timing is flexible and he sees it as a work in progress by designating people to do different parts to put the paper together.

Committee Member Christman asked if there is a date the Committee would like this issue to go out.

Co-Chair Barry said he would like to see the paper go out before the September 26th event to build excitement for the event. He said he sees it as a segue to the time capsule and when the City officially commemorates the past 75 years. Mr. Barry proposed that the paper come out two weeks prior to the event.

Mr. Sweeney confirmed he could have the paper done by September. He said he will create an outline and bring it to City staff.

Committee Member Tisdale thanked Mr. Sweeney for his kind words. He recognized Mr. Sweeney as a former Mayor of Craig, Colorado and said his participation and collaboration with staff and with the Committee would be invaluable.

Director Sager requested that Mr. Sweeney also provide a budget when he submits the outline.

ITEMS REMOVED FROM CONSENT AGENDA

Committee Wyman noted page 4 of the minutes was missing the word “she” in the third paragraph from the bottom.

Committee Member Tisdale moved to approve the minutes as amended, seconded by Committee Member Maniatis.

Motion Passed Unanimously

UNFINISHED BUSINESS

a. Updated Information for John Meade Park Event

Co-Chair Barry presented a conceptualized scope of the 75th Anniversary event. The report included a calendar page that was updated to remove the August gala event. He asked Staff to clarify the name of the Alan Hutto property.

Coordinator Black confirmed that it is the Alan Hutto Memorial Commons.

Committee Member Tisdale advised there is a video of the dedication of the Alan Hutto Memorial Commons that shares the true history as given by the Neidermans and the Huttos.

Director Sager stated staff would locate the video and share it with the Committee.

Co-Chair Barry stated that there are three components to the event that include:

- 75th Anniversary Commemoration or Ceremony
- John Meade Park Grand Opening
- Dedication of the Alan Hutto Memorial Commons

Co-Chair Barry advised the report is a conceptualized plan of ideas that he put together with Co-Chair Maniatis. He shared that their idea was to plan a country fair theme as the semi-rural and country-style setting is what makes Cherry Hills Village unique. He brought up the Committee's idea to have a trail ride and a public walk.

Committee Member Christman expressed that the Parks, Trails and Recreation Commission (PTRC) did not want to include a walk and they were planning a separate event in the fall around Halloween.

Co-Chair Barry asked Committee Member Christman what she needed from the Committee to organize the trail riding event.

Committee Member Christman said the best plan would be to advertise the event in the Village Crier and explain details of the ride including information on how to register for the ride. The article would need to specify that people need to register for the free event through the City so the Committee knows how many people will be riding. She said her guess is that there will be between 10-15 riders. Committee Member Christman said she is still waiting to hear back from the Arapahoe Mounted Patrol on whether their schedule will allow them to join the ride. She discussed the idea of having pony rides and asked staff member Pamela Broyles to research if social distancing can be achieved on the ride. She suggested the possibility of having two carousels so children are not waiting in long lines.

Committee Member Wyman asked what trail the riders will be riding on.

Committee Member Christman responded that they will ride on the new Village Trail that PTRC designed which is approximately 6.5 miles in length and starts at John Meade Park.

Co-Chair Maniatis confirmed the Village Trail is a loop that is contained within Cherry Hills Village boundaries with unique signage.

Committee Chair Tisdale asked Committee Member Christman if she had spoken with PTRC about the trail ride. He said it is important that PTRC understands the Committee is working in collaboration with them.

Committee Member Christman said PTRC did not want to do the walk because there is a risk component with the horses if there are a lot of people. She said PTRC is hoping to have a trail walk event around Halloween where people can dress up in costumes.

Committee Member Christman provided an update on the Alan Hutto Memorial Commons dedication. She said it would be helpful to know what time the dedication would happen so she can inform the Neidermans and the Huttos. She shared in an email with them the plan to have 3-5 fifteen-minute performances by children's groups in the new performance area. She said she anticipates they would do the dedication prior to the performances.

Committee Member Christman shared an additional idea for the performance area. She said Brad Corrigan, the lead guitarist and singer for the group "Dispatch," is a wonderful acoustic guitarist who lives close to Cherry Hills Village. She asked the Commission if she should reach out to him about doing a final performance at the event. She advised he would likely promote his charity that is helping children in Nicaragua.

Co-Chair Maniatis asked the Committee what direction they want to go with performance events. He asked if they prefer to bring talent in and make the focus talent based versus background music.

Co-Chair Barry commented that if Committee Member Christman could get Brad Corrigan as the special guest performer to wrap up the event it would be massive. He said with regard to bringing in youth talent as discussed at the last meeting he and Co-Chair Maniatis want to make sure the event plan is not too ambitious with the social distancing guidelines. He asked Coordinator Black if she was able to verify the capacity in the Alan Hutto Memorial Commons with social distancing.

Coordinator Black responded that she did not have that information.

Co-Chair Barry said the idea of having youth performers ties in with what the Huttos and Niedermans envisioned for the performance area, but they are concerned that the event is from 10:00 a.m. to 3:00 p.m. and that time will go fast. He said with the ribbon cutting for the Park and a time capsule dedication it will be difficult to get everyone back to the amphitheater for the performances. He and Co-Chair Maniatis feel that the Committee is biting off more than they can chew. They are suggesting there be a performer for background music, but not have performances where people need to rush back to the stage while in the middle of doing the scavenger hunt and other activities. They also liked the idea of having a nice performance at the end of the event.

Director Sager reminded the Committee that based on the direction from the previous meeting, staff included an article in the July Village Crier advising the Committee is

planning to have children's performances and youth performers were encouraged to submit videoed performances for consideration. She said the Crier has been printed and should be mailed within the next week.

The Committee agreed to wait and see what the response was before moving forward.

Committee Member Christman noted the Committee determined at the last meeting the scavenger hunt could not be done because of social distancing restrictions.

Committee Member Christman said she talked with the Cherry Hills Land Preserve and they have called off all of their fall events. She said they already paid for the Raptor Group to be at one of their events and they are willing to donate the Raptor Group activity as part of their contribution to the 75th Anniversary and John Meade Park Grand Opening event. Ms. Christman said she told the Land Preserve that the Committee would be excited about having them as long as they can figure out the social distancing part. She asked Director Sager if she would confirm this with the Land Preserve.

Co-Chair Barry said that he also talked with the Land Preserve and they expressed their commitment to the Raptor event and said they also want to be involved in the scavenger hunt.

Co-Chair Barry said the idea of the scavenger hunt was to encourage the Cherry Hills Land Preserve, High Line Canal Conservancy, Art Commission, Quincy Farm and PTRC to have a booth at the event where kids have to find something relevant to the group to educate them about the group. He said the plan is to have kids experience all the different areas of the park where they get stickers or a collectable of some kind at each booth to put in a booklet or baggie.

Co-Chair Maniatis said the logistics is to set up stations where there is a different topic at each booth and people will have the opportunity to learn about different aspects of the Village. He said he envisions that when guests first arrive, the first table they visit will be the 75th Anniversary table. Guests will be given a map, a timeline of everything happening that day, and a list of all of the committees and groups that are at the event.

Committee Member Christman said she likes the idea of giving guests this information in the beginning because providing direction is important to keep the event moving.

Committee Member Tisdale added that the presentation has a tight timeframe and the Committee should have a general sense of the timeframe prior to the event.

Director Sager pointed out that the initial thought was to get the ribbon cutting ceremony out of the way first, so they do not have to gather everybody back once they start doing other activities.

Committee Member Tisdale clarified that the scavenger hunt is essentially filling your passport with stamps from each passport station. He said this is a much better idea

than a real scavenger hunt in terms of social distancing. He said he also likes that it incorporates all groups in the Village.

Co-Chair Barry suggested doing the ribbon cutting first, then the scavenger hunt and have the Alan Hutto Amphitheater dedication just before the performance so they only have to get people over one time depending on whether there are youth performances.

Committee Member Christman asked if they should contact PTRC about who should cut the ribbon since it is their grand opening.

Co-Chair Barry suggested that the Mayor could dedicate the time capsule and PTRC could do the ribbon cutting.

Committee Member Tisdale noted that there will be several people with scissors for the ribbon cutting including the Mayor, Council Members and PTRC members. He reminded the Committee that for the record the dedication for the Alan Hutto Memorial Commons was done when the City originally accepted the gift. He said this dedication is for the Alan Hutto Amphitheater. He said he does agree with Director Sager that the dedications should be done early on. He presented the following timetable:

- Capsule dedication
- Grand opening/Ribbon Cutting of John Meade Park
- Activities
- Amphitheatre Dedication/Performance at the end

Committee Member Christman cautioned that it will be difficult to have that many people cutting the ribbon and try to social distance. She suggested having one person do the ribbon cutting.

Co-Chair Maniatis said the Committee had discussed having a small pamphlet with some history and pictures to hand out at the event. He asked Mr. Sweeney if this is something he could incorporate.

Mr. Sweeney responded that he could put something together.

Committee Member Christman said it is important to share the proposed outline with PTRC to get feedback as they should have significant input on the actual dedication.

Coordinator Black asked if any Committee members were planning to come to the PTRC meeting on July 9th to present these ideas.

Committee Member Christman and Co-Chair Barry said they will attend the meeting.

Co-Chair Barry said he will make the changes discussed at the meeting and will forward the report to Coordinator Black.

Coordinator Black stated she would share the outline with PTRC Commissioner Stephanie Dahl to preview in advance as she is the Commission Liaison for this event.

Committee Member Christman asked the Committee if they want her to approach the Niedermans and Huttos about funding a performance at the end of the evening.

The Committee agreed to wait until they have more information on how many people can watch the performance and still social distance.

Co-Chair Barry asked how it would work logistically to have people at the performance and also social distance.

Committee Member Christman suggested having two small performances at the end that people would have to sign up for.

Co-Chair Maniatis said the logistics of having youth performances in addition to a final performance is challenging. He said transitioning from performer to performer requires additional personnel, equipment, and time.

Committee Member Tisdale mentioned that when the City accepted the gift for the amphitheater there was concern about large amplified electronic performances in order to be respectful of the neighborhood. He said people in the neighborhood are looking for something that is more acoustic and the Committee should keep the vision in mind when deciding on the performances.

Co-Chair Maniatis said the Committee needs to clarify if we are not going to solicit any bands.

Director Sager responded that based on feedback from the last meeting the article calls for musical performers, actors, and musicians so it does not have to be just music. She said she focused on the term youth performers.

Co-Chair Barry introduced his idea of a kid's bike obstacle course provided there is space in the park. He said he envisioned a haybale perimeter around the course for kids and possibly a bike decorating contest.

Co-Chair Barry discussed the plan for a kid's fishing derby where kids are required to bring their own rod.

Coordinator Black confirmed that several kids can fish at the same time along the shoreline of the ponds and off the new fishing piers. She mentioned that she has not been able to get the ponds stocked yet, but she is hoping they will be stocked by the event.

Co-Chair Barry talked about food for the event and said based on feedback from the last meeting they are thinking of having brown bag lunches. He presented a picture of a

picnic basket where each basket could be set up for two people with sandwiches, water, and a snack. He said families would register for their food in advance and can pick their picnic basket up at the event. He said he would like to strategically place strawbales with red and white checked fabric covering them so people can sit and social distance while eating their lunch.

Committee Member Christman cautioned that the strawbales would need to be sanitized after each use. She said she likes the idea and suggested using red and white checked paper that can easily be disposed of and a new piece added after each guest. She also suggested that when families register for their food, they also register for their children so there could be a special children's lunch.

Co-Chair Maniatis asked if it would be better to have a tent with tables and chairs where they can be sanitized after each use.

Committee Member Wyman asked how the Committee is envisioning the pre-registration process.

Director Sager suggested the easiest thing would be for people to register by email to the City.

Committee Member Christman suggested doing two sets of signs for the event so the print is large enough to read. She said one sign would advertise the event and the other sign would have the pre-registration information.

Co-Chair Maniatis said the menu items would need to be available before people could register. He suggested another option is to have bag lunches prepared in advance and delivered around lunch time. He asked the Commission if they would rather have food trucks as he believes food trucks would give more flexibility.

Committee Member Tisdale said it is important to research what the CDPHE health standards are for food trucks at events to make sure it is safe during COVID-19.

Co-Chair Barry said he visited one food truck where people used an app to order their food so there were no lines.

Coordinator Black pointed out that PTRC Commissioner Stephanie Dahl's idea was to have food available and to have it be free to remain consistent with the City's previous events. She said food trucks would be a departure from what City events typically are as people come to the event and enjoy a free meal.

Co-Chair Maniatis said free food could still be provided if the City paid for the food trucks.

Committee Member Christman said she recalls PTRC voicing that they were not in favor of food trucks.

Committee Member Wyman said she thinks it would be easier to have the baskets of food prepared and have it be on a first come, first served basis. She said if people do not want the food that is provided, they can choose to pass on the lunch.

Co-Chair Maniatis expressed that it is important to know who will be eating the food and what they want to eat so lunches do not go to waste. He said the advantage of a food truck is that it is made fresh and prevents waste whereas bag lunches have to be made early in the morning and they sit around for several hours.

Committee Member Tisdale recommended that the food discussion continue at the July 9th PTRC meeting when the Committee can present the options and give PTRC the opportunity to be included in the discussion.

Committee Member Christman voiced concern that the Committee is running against a timeline and they need to know what food trucks are available, what they will serve, what they will cost and how they envision the social distancing.

Co-Chair Barry said part of his vision for the picnic lunches is that it fits with the theme of the event being a country fair. He said the point is to encourage families to stay together in their own group and follow social distancing guidelines. He suggested the Committee vote on the two ideas.

The Committee agreed and voted on a food truck versus a prepared basket lunch and the vote was 3 to 3.

Committee Member Tisdale suggested that the Committee should bring their ideas to PTRC and present the option of having picnic baskets or food trucks. He said PTRC could share their vision and be the deciding vote on food trucks or picnic baskets.

Co-Chair Maniatis said he would put together information on food trucks and Co-Chair Barry would put together information for the picnic baskets to present to PTRC.

Co-Chair Maniatis asked if the City has tables and tents available for the event.

Coordinator Black responded that they have a few folding tables but very few chairs. She pointed out that there will be a covered shade structure that is part of the new Park design. She said the City also has some benches from the annual Winter Celebration that could be used.

The Committee agreed that a tent would not be necessary in September and tables could be set up in the grass.

Co-Chair Barry said he is envisioned having tables and chairs in addition to the strawbales. He said the tables could also have the red and white checked paper tablecloths that can be disposed of after each guest.

Co-Chair Barry described having some sunflowers or bright colored flowers throughout the area and using rustic materials such as crates and haybales to create a country theme. He also proposed having name tags available at the entrance table.

Co-Chair Barry discussed the time capsule and suggested the Committee should decide what goes in it. He presented the idea of having a stainless-steel vault with the 75th Anniversary logo embossed on the front of it. He proposed mounting the vault inside City Hall instead of burying it so it is on display with the plaque and contents will not deteriorate.

Committee Member Tisdale asked what the dimensions of the vault are.

Co-Chair Barry responded that the vault comes in all sizes but the one pictured is the large size at 32" tall, 24" wide, and 12" deep for \$2,000. He said once the Committee determines what to put in the vault, they can determine the size needed.

b. Date for Next Meeting

The Commission agreed to meet on Friday, July 10th at 9:00 a.m.

ADJOURNMENT

The meeting adjourned at 10:08 a.m.

Committee Co-Chair
Name: _____

Jessica Sager, Director of Finance

Pamela Broyles, Administrative Assistant



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ITEM: 7a

MEMORANDUM

TO: MEMBERS OF THE 75TH ANNIVERSARY COMMITTEE

FROM: EMILY BLACK, PARKS AND RECREATION COORDINATOR

SUBJECT: JOHN MEADE PARK GRAND OPENING/75TH ANNIVERSARY CELEBRATION

DATE: JULY 10, 2020

ISSUE

To provide an update on the plans and feedback from the Parks, Trails, and Recreation Commission about the John Meade Park Grand Opening and 75th Anniversary celebration.

DISCUSSION

The expected completion of John Meade Park is in September. The 75th Anniversary Committee and PTRC had determined that they would collaborate to hold a joint 75th Anniversary Celebration when PTRC holds the grand opening for John Meade Park. The event is currently scheduled for Saturday, September 26th from 10am-3pm. A description of the event ideas can be found in Exhibit A. As planning progresses, staff will continue to monitor information from Tri-County Health to ensure it is safe to hold an event, and that it complies with health guidance in place at that time.

Ideas from the last 75th Anniversary Committee meeting were presented at the regular July 9, 2020 Parks, Trails, and Recreation meeting. Staff will be able to provide a verbal update to the Committee based on that discussion. Staff will also provide more information about seating capacity of Alan Hutto Memorial Commons at the meeting.

Staff did request information from the provider of pony rides for other City events about whether pony rides could be part of the September event. There is no way to safely conduct this activity during the pandemic, so pony rides have been removed from the list of activities (Exhibit A).

STAFF RECOMMENDATION

The 75th Anniversary Committee should discuss feedback from PTRC and determine next steps.

ATTACHMENTS

Exhibit A: John Meade Park Grand Opening/75th Anniversary Celebration Planning

John Meade Park Grand Opening / 75th Anniversary Celebration

Saturday, Sept. 26th 10am - 3pm

Schedule:

- 10:30am Ribbon cutting John Meade side
- 11:00am Dedication Alan Hutto side by the Huttos; music to start afterward
- Schedule for Alan Hutto performances TBD following consultation with Niedermans & Huttos

Activities:

- Trail ride beginning 9am around Village Trail
- Youth performances/music at Alan Hutto Memorial Commons (Staff published call for submissions in the July issue of the Village Crier)
- Pre-packaged food would be best for safety & cost

Notes from call with Stephanie Dahl and Laura Christman 3/24/20:

-Laura suggested doing the dedication for the John Meade side, then the dedication of Alan Hutto separately and having the Huttos themselves do the dedication of that side, and then music can start right after

-Preference to have all food available for free (rather than food trucks). Plan on something simple: catered sliced up subs, and we can buy/provide chips, drinks, ice cream, etc. Have the flyer/adverts say "Food will be available but feel free to bring your own picnic!"

-Fun Run idea: Suggestion of a Fun Run on the Village Trail: separate into a new event, possibly Oct. 24th, have a table to sign up for the Fun Run at the JMP event, have it be Halloween-themed and have kids and dogs in costumes

Category	Item	Est. Cost
Promotion		
	Yard Signs	\$ 220
Food		
	Costco - ice cream, lemonade, chips	\$ 400
	Meal - sandwiches, etc.	TBD
Entertainment		
	Frisbees (giveaway)	\$ 300
	Band/music	TBD
	TOTAL	\$ 920



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ITEM: 8a

MEMORANDUM

TO: MEMBERS OF THE 75TH ANNIVERSARY COMMITTEE

FROM: JESSICA SAGER, DIRECTOR OF FINANCE & ADMINISTRATION

SUBJECT: THE VILLAGER NEWSPAPER SPECIAL INSERT BUDGET

DATE: JULY 10, 2020

ISSUE

To provide an update from Co-Chair Dino Maniatis and Committee Member Nancy Wyman regarding their meeting with The Villager Newspaper Editor, Bob Sweeney.

DISCUSSION

Based on the discussion at the last 75th Anniversary Committee meeting and the supplemental meeting that was held on July 1st between Co-Chair Maniatis, Committee Member Wyman and Mr. Sweeney, Mr. Sweeney will provide a quote for a 16 page glossy insert that will be published in The Village Newspaper. Staff will forward the quote to the Committee Members by email and will place copies on the dais for discussion purposes at the meeting.