



CHERRY HILLS VILLAGE COLORADO

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City Hall
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75th ANNIVERSARY COMMITTEE AGENDA Friday, September 18, 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 September 4, 2020 Minutes
6. Items Removed From Consent Agenda
7. Unfinished Business
 - a. 75th Anniversary Celebration and Articles
 - b. Date for the next meeting
8. New Business
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
Friday, September 4, 2020 at City Hall

9:00 a.m.

ROLL CALL

Co-Chair Dino Maniatis, Committee Members: Doug Tisdale, Michael Robb and Laura Christman were present. Also present were Director of Finance Jessica Sager, Parks and Recreation Coordinator Emily Black and Administrative Assistant Pamela Broyles.

Co-Chair Thomas Barry and Committee Member Nancy Wyman attended virtually.

PLEDGE OF ALLEGIANCE

The Committee conducted the pledge of allegiance.

AUDIENCE PARTICIPATION PERIOD

There was no audience participation.

CONSENT AGENDA

Co-Chair Dino Maniatis moved to approve the August 14, 2020 minutes, seconded by Committee Member Christman. The motion passed unanimously.

UNFINISHED BUSINESS

a. Updated Information on the 75th Anniversary Event(s)

Co-Chair Maniatis stated that he and Co-Chair Barry presented the 75th Anniversary Committee budget to City Council on Tuesday, September 1st. The Committee requested \$10,000 to be used this year for the Villager Newspaper articles that will be published in October or November, and \$43,500 in 2021 for two events and additional newspaper articles. He said City Council gave a favorable response to the Committee's request.

Co-Chair Maniatis said Council was concerned about the location for the gala event. He explained that the impending construction at the Cherry Hills Country Club will preclude any public events in 2021.

Co-Chair Maniatis said one of the Council Members brought up the potential for a higher attendance than the Committee is anticipating based on the number of participants at the annual Barn Party event. Council suggested the Committee consider a higher number when determining a venue.

Co-Chair Barry said they confirmed with Council that they are not limiting the event to Cherry Hills Village residents so adding non-residents could increase the numbers.

Committee Member Wyman reported that she contacted Kent Denver School and they are interested in hosting the event depending on the timing.

Committee Member Christman described the venue at Kent Denver as being large enough to accommodate 250 people if COVID restrictions are not in place. She said they do have a kitchen, but the Committee would need to bring in caterers. She said if the weather cooperates there is a beautiful deck with a view of the mountains that can accommodate a lot of people. She mentioned that the High Line Canal Conservancy recently held a wonderful event in a tent that accommodated 250 people. She said holding the event in a tent would allow it to be held in John Meade Park, but the cost might be a concern.

Committee Member Tisdale expressed he believed there are three venue options within Cherry Hills Village that could accommodate the gala event:

1. Kent Denver School
2. St. Mary's Academy in the Community Building
3. Glenmoor Country Club

Committee Member Tisdale said he would be happy to reach out to St. Mary's Academy if the Committee determines it is an option. He suggested the Committee reach out to all three facilities to see how scalable they are based on City Council's suggestion to sell tickets in advance and the potential for a larger gathering.

Co-Chair Barry noted that he did reach out to St. Mary's Academy and he is waiting for a reply. He said he will include Committee Member Tisdale in those discussions.

Committee Member Christman cautioned the Committee that COVID restrictions could still be in place next summer.

Committee Member Wyman suggested the Committee should limit the attendance to between 200-250 people.

Committee Member Tisdale suggested the Committee ask Council Member Al Blum to reach out to the Glenmoor Country Club as he lives in the area.

Committee Member Christman commented that Glenmoor Country Club is more enclosed than the other venues, but if the event is held when it is dark outside, it will not make much difference. She believes Kent Denver or St. Mary's Academy would be a better option if the event is held in the summer to take advantage of the beautiful views.

The Committee agreed on the following task list for the gala event:

- Kent Denver School – Committee Member Wyman will follow up
- St. Mary's Academy – Co-Chair Barry and Committee Member Tisdale will follow up
- Glenmoor Country Club – Committee Member Christman will email Councilor Al Blum about the potential for this location
- City Hall parking lot – The Committee will look into renting a tent for the event
- Buell Mansion – would also require a tent rental

Co-Chair Maniatis shared the following proposed outline for the Villager Newspaper article:

- Acknowledgements/note from the Mayor
- City statistics
- Early vision and development of the City
- Formation of the Country Club
- Early families of the City
- Development (Chronologically from the 1870's to 1920's)
- From the 1940's when the City was incorporated to the 1960's
- From the 1960's to the 2000's and beyond
- Architecture from noted architects
- Historical Homes
- Clubs in Cherry Hills Village
- The people (athletes, celebrities, military veterans, government, politics)
- Public Works
- Fun Facts

The Committee discussed creating a list of past celebrities and prominent figures associated with the City. The Committee agreed to respect the privacy of those currently living in the City and only published information on former prominent residents.

Director Sager pointed out the items that Councilor Sheldon suggested including in The Villager article were from the Mayor's Annual Report that she has available. She said Council also brought up a school that used to be at Colorado and Hampden, and the new construction of the Public Works Facility, City Hall, John Meade Park as potential topics.

Committee Member Wyman suggested the first publication in The Villager should focus on historical items and events. She said more current events could be added next year.

The Committee agreed to keep the article historical in nature this year and to add fun facts.

Co-Chair Maniatis said City Council brought up the idea of a photo display in the City Hall lobby. He said he believes it would be an inexpensive way to celebrate the 75th Anniversary event this year. He suggested gathering 10-12 images that are around 20" x 24" mounted on easels for display.

Committee Member Wyman said she has 4-5 historic photos from the Denver Public Library of the Cherry Hills Country Club that she could have blown up. She said there are some large aerial photos at Quincy Farm and the City Center.

Committee Member Christman shared that the Village Club has a photo of the Club dating back to about 1930 that shows the Canal and fields. She believes the Committee could borrow the photo for the exhibit.

Director Sager noted that some of the aerials the City has and the aerial at Quincy Farm are quite large. She informed the Committee that the Cherry Hills Art Commission is planning a photography exhibit with 17 photos that will start the first week in November and will run for six months. She said all of the hanging systems in the lobby and hallway will be used for the exhibit so any photos the Committee would like to display may have to be on easels.

Co-Chair Dino suggested that since this is the 75th anniversary year the exhibits could co-exist in the same space.

Committee Member Christman asked about putting the historical photographs in the Community Room at the Police Department.

The Committee discussed the concern with a lack of visibility and exposure in the Community Room.

Committee Member Robb said he likes the idea of displaying photos in the Council Chambers if it is accessible to the public. He said people could be pointed to the Council Chambers through the Crier and other means.

Director Sager agreed to talk with the Art Commission about sharing the lobby space to display historical photos the rest of this year and into 2021.

Co-Chair Maniatis expressed concern that the Committee has \$10,000 in the budget this year and \$7,000 of it will be used for The Villager article. He acknowledged \$3,000 would be left for the remaining projects, including photo mounting, easels, and

scanning. He believes this will create a shortfall for funding the project in 2021. He asked if Committee members could donate their own money.

Director Sager replied that Committee Members can make a donation to the City and the donation would have to be accepted by City Council.

Committee Member Christman said Arapahoe County Sheriff's office has historic pictures on the wall that date back to the 1800's. She said each photo has a small writeup on the history of the picture making the picture more meaningful. She pointed out that the photographs were not large. She believes smaller photos would save money and more photos would fit on the wall. She will also contact Arapahoe County to see if they have any historical pictures that include the Village.

Co-Chair Maniatis noted that the cost has more to do with the scanning, digital acquisition, and color correction than the size of the picture.

Co-Chair Maniatis concluded that the Committee will move forward with selecting 8-12 pictures depending on the size and the outcome of Director Sager's meeting with the Art Commission.

Committee Member Robb listed the following display options:

1. The hallway leading to Council Chambers
2. Easels in Council Chambers
3. Community Room at the Police Department

Committee Member Tisdale suggested that aerial photos are wonderful, and people enjoy looking at what the area looked like in the past.

Co-Chair Maniatis and Committee Member Wyman volunteered to do a site visit to look at what photos are available at City Hall and Quincy Farm.

Director Sager stated she would have to ask the City Manager what the process is to take the photos offsite to a photo shop to have them sized because the City does not have a current process for photos to be removed from the City.

Director Sager concluded that City Council discussed the budget and projected revenue provided by Arapahoe County for property taxes in 2021. She will not have final numbers until the end of December, but she cautioned the Committee there is potential to have to exclude special events from the budget in 2021 if the revenue numbers come back lower than anticipated.

Committee Member Maniatis asked if the Committee could scale the gala event back instead of cancelling it all together.

Director Sager replied that scaling the event back is a possibility, but she will not know until December.

Coordinator Black mentioned that PTRC will also be looking at the possibility of scaling back their special events next year if the budget is tight.

The Committee thanked Co-Chair Maniatis, Co-Chair Barry and Director Sager for the presentation to City Council. The Committee expressed their appreciation for Council's enthusiastic response to their proposal and the compliments they gave the Committee on their work.

b. Date for Next Meeting

The Committee agreed to meet on Friday, September 18th 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: 75TH ANNIVERSARY CELEBRATION AND ARTICLES

DATE: SEPTEMBER 18, 2020

ISSUE

Updates on planning for the 75th Anniversary Celebration, articles for the Villager newspaper, and a photo exhibit in City Hall.

DISCUSSION

Gala

Because of the COVID-19 pandemic, the 75th Anniversary Committee decided to postpone all in-person anniversary-related events to 2021. Since the Cherry Hills Country Club will be under construction for much of 2021, at the last meeting the Committee discussed possible alternate venues. Committee members should provide updates on what they have learned from alternate suggested venues since the last meeting.

The Villager Newspaper

The Committee decided to work with The Villager Newspaper on a historic article that will run one time at the end of October or the beginning of November. The historic article will include front page coverage and 4 additional inside pages. It will be mailed to all Cherry Hills Village residents. Committee members should provide updates on progress for historic articles and possible next steps.

Photo Exhibit

At the September 4 meeting, the Committee expressed interest in creating a photo exhibit in City Hall to celebrate the 75th Anniversary. The Art Commission has expressed that they will likely not need the front hallway for their photo exhibit, so it will be available for the 75th Anniversary Committee. The Committee should discuss possible next steps and timing for the exhibit.

ATTACHMENTS

Exhibit A: 75th Anniversary Committee proposed 2020-2021 budget



2020-2021 Budget Scenarios

2020 Historic Article

- Historic article to run 1 time in The Villager Newspaper to include the front page and 4 additional pages and to be mailed to all residents of Cherry Hills Village.

Budget \$7,000

2020 Historic Photos and Frames

- Print and frame photos and aerial maps to be displayed at City Hall.

Budget \$3,000

2020 budget is \$10,000

75th Anniversary Event Presence

- 10x10 canopy, table, historical photo displays and supporting materials to be used for the Committee's presence at multiple events (such as John Meade Park event, Movie Night, Car Show, Barn Party, CHLP Trail Walk, etc.) held in the City throughout 2021.
- The Committee would educate residents and showcase the history of the City over the past 75 years.

Budget \$2,000

Time Capsule

- Dedicate and seal the time capsule to be mounted at City Hall (if approved by City Council)
- Ceremony can be coordinated with John Meade Park event or Alan Hutto Memorial Commons dedication (if PTRC decides to hold one).

Budget \$1,200 (time capsule and materials)

The Villager Newspaper Marketing

- The Villager Newspaper will provide "announcements" of the Gala in issues leading up to the event and will also provide coverage of the Gala after the event.

Budget \$5,000

75th Anniversary Gala Dinner

- The potential cost overview below is based on 200 guests

Food/Beverage	\$65/person	\$13,000
Venue		\$6,000
Gratuity		\$3,500
Floral/Lighting		\$3,500
Gift bags 200 @ \$20		\$4,000
Misc, expenses		\$2,500
Live music		\$1,000
Photography/Videography		\$800
FOH/Backline		\$1,000
Total		\$35,300

- Ticket price will be \$150 x 200 guests \$30,000 in revenue

2021 gross budget is \$43,500



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ITEM: 7b

MEMORANDUM

TO: MEMBERS OF THE 75TH ANNIVERSARY COMMITTEE

FROM: JESSICA SAGER, DIRECTOR OF FINANCE & ADMINISTRATION

SUBJECT: NEXT MEETING DATE

DATE: SEPTEMBER 18, 2020

ISSUE

The Committee should determine the next meeting date.

DISCUSSION

Due to staffing limitations, staff would encourage the Committee to schedule the next meeting for any day after October 16th.