



CHERRY HILLS VILLAGE COLORADO

2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
www.cherryhillsvillage.com

City Hall
Telephone 303-789-2541
FAX 303-761-9386

75th ANNIVERSARY COMMITTEE AGENDA

Friday, November 13, 2020 at 9:00am

This meeting is being held electronically with no in-person attendance at City Hall.

To provide oral comments during Audience Participation: Please email Parks & Recreation Coordinator Emily Black **by 8:30 a.m. on Nov. 13th** at eblack@cherryhillsvillage.com with your full name and home address. You will receive an email with the electronic meeting information.

To watch the meeting (no participation):

- 1) City website – [City Council Videos, Agendas, Packets, Minutes](#)
- 2) City YouTube channel – [City of Cherry Hills Village YouTube](#)

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 October 19, 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
Monday, October 19, 2020 at City Hall

9:05 a.m.

ROLL CALL

Co-Chairs Dino Maniatis and Thomas Barry, Committee Members: Doug Tisdale, Nancy Wyman, and Laura Christman were present. Also present were Director of Finance Jessica Sager, Administrative Assistant Pamela Broyles, and Parks and Recreation Coordinator Emily Black.

Absent: Michael Robb

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 September 18, 2020 minutes, seconded by Committee Member Doug Tisdale. The motion passed unanimously.

UNFINISHED BUSINESS

a. 75th Anniversary Celebration and Articles

Co-Chair Maniatis stated that he had 21 photos that he would like the Committee to vote on for the historic newspaper article and art display in City Hall. He noted the photographs are copyright protected so the Committee would have to pay around \$500 per photograph to display them in a public space. He said he has been negotiating with Getty, who has exclusive management rights to the photos, to reduce that cost.

Director Sager displayed the 21 photos in a PowerPoint presentation.

The Committee liked the 1960 Arnold Palmer photograph and agreed that it was worth the money to purchase the rights to that photo. They did not feel it was worth the money to purchase the rights to all of the photos.

Co-Chair Maniatis mentioned that the City has images of current and past Mayors of Cherry Hills Village that are currently being scanned for use.

Director Sager confirmed that the City has rights to the photos that will be used from City Hall.

Committee Member Wyman shared four photographs that she had printed to be displayed in City Hall.

The Committee also viewed two examples of captions with a logo and description of the photo to be placed on each photo in an 18-point font. The Committee agreed on option one with the caption going below the photo.

The Committee also approved an example of a 2'x3' poster designed to introduce the photo exhibit. The poster will sit on an easel to direct people entering City Hall to the exhibit.

Co-Chair Maniatis introduced a timeline for the article and photo display. He described a horizontal format where the timeline would delineate the milestones going back to the 1860's. He and Committee Member Wyman considered the most important parts of the Village when putting the timeline together.

The Committee discussed the proposed timeline and added several historical dates and events that shaped Cherry Hills Village.

The Committee talked about including the history of census results in the Village from the time the City was incorporated.

The Committee also discussed using the plus sign in the 75th plus one Anniversary description so it reads 75th (+ one) in parentheses.

Co-Chair Barry asked how the Committee plans to display the timeline, so it will be pleasing to the eye since there is more information than photographs.

Co-Chair Maniatis responded that the timeline will run as a banner in the Villager Newspaper article along with pictures. He suggested visiting the History Colorado Center for ideas on interpretive displays and timelines.

The Committee discussed how the timeline will be displayed in City Hall. They agreed that once the timeline is finalized, the Committee will look at the scale of the display to see where it will fit best on the wall.

Co-Chair Maniatis noted that Susan from the Villager Newspaper mentioned that she would like to allocate a special section for the former mayors of Cherry Hills Village. He suggested using one full page for these writeups.

Co-Chair Maniatis asked the Committee for feedback on how they want the photographs mounted. He shared an example of a photograph with aluminum backing, but said there are less expensive options to consider.

The Committee discussed making all the photos consistent. They agreed there is value in having the photos on aluminum backing so they can be preserved long term.

Committee Member Christman suggested aluminum could be used for the more expensive photographs that the City wants to preserve, and a less expensive backing could be used for the others to save cost. She asked what the storage requirements are to preserve the photos and if there is enough room to store them at the Public Works Facility.

Co-Chair Maniatis responded that the photographs should be wrapped so the edges do not get chipped.

Coordinator Black commented there is storage room at the Public Works Facility but she said it is very dusty so the photographs would need to be in an enclosed container.

Co-Chair Maniatis advised there will be a haunted ghost article in the November Village Crier. He described it as a short history on two of the haunted houses in Cherry Hills Village. He said he also wrote a Halloween poem based on historic facts that will be in the November Village Crier.

The Committee discussed choosing photos that would coordinate with the timeline.

Committee Member Tisdale noted that some of the photos are aesthetically pleasing such as the woman on the horse in front of the Village Club. He suggested using a variety of photos including some that tie directly into the timeline. He said he does not think the Committee should get hung up on being too precise.

Committee Member Christman suggested having printouts available at City Hall with references to the photographs for people who are interested in the history.

Co-Chair Barry offered to create a diagram of the timeline and photos. He said he would like to create something easy to read where people can engage in the exhibit.

The Committee agreed that Co-Chair Maniatis should make the corrections and adjustments to the timeline based on today's discussions. The timeline will then be emailed to Committee Members so they can respond back with any changes.

The Committee should work with Director Sager so all email correspondence is sent through staff.

The Committee thanked Co-Chair Maniatis and Committee Member Wyman for their work on the articles and photographs.

Director Sager announced that effective October 20th the City will be working with 50% capacity due to the increase in COVID cases. She stated there will be no meetings outside of official committee meetings allowed in City Hall.

b. Date for Next Meeting

The Committee agreed their next meeting will be Friday, November 13th at 9am.

ADJOURNMENT

The meeting adjourned at 10:37 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
JESSICA SAGER, DIRECTOR OF FINANCE & ADMINISTRATION

SUBJECT: 75TH ANNIVERSARY CELEBRATION AND ARTICLES

DATE: NOVEMBER 13, 2020

ISSUE

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

DISCUSSION

The Villager Newspaper

The Committee is working with The Villager Newspaper on a historic article that will run one time in November. The 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 timeline for Cherry Hills Village that will be included.

Photo Exhibit

The Committee has planned to create a photo exhibit in the front hallway of City Hall to celebrate the 75th Anniversary. Co-Chair Maniatis and Committee Member Wyman collected various historic photos from the city records for use for this exhibit and some have been hung in the hallway already. The Committee should discuss next steps for finalizing the photo exhibit.

Budget

City Council will hold a public hearing and first reading of the 2021 proposed budget on Tuesday, November 17th. It may become necessary to reduce or remove items from the proposed budget depending on proposed expenditures for the 2021 budget. Staff will continue to update the Committee as the budgeting process moves forward.

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Below are the Committee's expenditures to date and anticipated expenditures for 2020:

<i>2020 Expenses to date:</i>	
Historic Aerial image purchase	\$360.00
Historic Aerial image mount	\$526.14
<i>2020 Anticipated expenses:</i>	
The Villager Newspaper historic article	\$5,000.00
Total budget:	\$10,000.00
Total expenses (including anticipated):	\$5,886.14
Remaining funds:	\$4,113.86

Gala

Committee members should continue 2021 gala location and event planning discussion.

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: NOVEMBER 13, 2020

ISSUE

The Committee should determine the next meeting date.

DISCUSSION

With the COVID-19 numbers increasing, the City is trying to do what we can to reduce in-person groups. On a staff level we have moved to 50% in office and 50% work from home, on alternating days. Council/boards/commissions will be **virtual** meetings until further notice.

Please do not share the virtual meeting link. Sharing the Zoom link lends a better chance to “Zoom bombers” gaining the information and interrupting the meeting. The meeting will be streamed on the City website and YouTube channel. If you know of anyone who would like to participate in the meeting please let staff know prior to the meeting and we will get them signed up.

The following dates are **not available** due to holiday or staff conflicts:

- Wednesday, Nov. 18th (court)
- Friday, Nov. 27th (Thanksgiving holiday)
- Monday, Nov. 30th (Cherry Hills Art Commission meeting)