



CHERRY HILLS VILLAGE COLORADO

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Quincy Farm Committee Agenda

Tuesday, March 17th, 2020

8:15 a.m. - 10:00 a.m.

City Hall
2450 E. Quincy Ave.

1. Call to Order
2. Roll Call of Members
3. Pledge of Allegiance
4. Audience Participation Period
5. Consent Agenda
 - a. Approval of minutes – February 18th, 2020
6. Unfinished Business
 - a. Ongoing Projects and Budget
 - b. Master Plan – Final Site Plan
7. New Business
8. Reports
 - a. Chair
 - b. Committee Members
 - c. City Staff
 - i. Committee Vacancy
9. Adjournment

Minutes of the Quincy Farm Committee
City of Cherry Hills Village, Colorado
Tuesday, February 18th, 2020
at City Hall

Vice Chair Vanderwerf called the meeting to order at 8:15 a.m.

ROLL CALL

Present at the meeting were the following Quincy Farm Committee Members: Gordon Rockafellow, Dino Maniatis, Sally Scott, and Klasina Vanderwerf. Lucinda Greene, Joel Sydlow, and Melinda Haymons were absent.

Parks and Recreation Coordinator Emily Black was also present.

AUDIENCE PARTICIPATION

Susan Maguire, Executive Director of the Cherry Hills Land Preserve, gave an update on the Memorandum of Understanding between CHLP and the City. She explained the language is being worked on between the Parks, Trails, and Recreation Commission Chair and the Mayor, and once that was completed it would likely go to City Council.

CONSENT AGENDA

Committee Member Scott moved to approve the minutes as amended, seconded by Committee Member Maniatis. The motion passed unanimously.

UNFINISHED BUSINESS

Ongoing Projects and Budget

Coordinator Black explained the only outstanding project was the Quincy Farm Master Plan, so there was not a chart of Ongoing Projects in this month's packets. She noted the year-end 2019 budget was included in the packet for the Committee's reference. She continued that the 2020 budget had a specific line item for Quincy Farm, so all spending aside from utilities would be concentrated in that line item and that will be much simpler going forward. She asked for any questions related to the budget; hearing none, the Committee moved to the next item.

Master Plan – Updates

Coordinator Black recapped that a public input meeting was held at City Hall on Tuesday, January 21st, and feedback was included in the packet. There was a mix of excitement and questions about the property; the biggest concerns were about security and traffic. She explained that the consultant was working to incorporate this feedback into the site plan, and the Final Site Plan would be presented at the next meeting. Ms. Black also explained that Jessica Reske from Form+Works had done an initial

investigation of the historic buildings and planned to return this week to continue with the Historic Structure Assessments.

Coordinator Black continued that staff, Chair Greene, and Shanen Weber (Design Concepts) met with Cheryl Cufre from Colorado Open Lands on February 6th to discuss the preliminary site plan. Colorado Open Lands was generally comfortable with most of the plan, and asked for more information about the platform by the pond and the open-air classroom on the East side. She explained staff is working on a description of both of those elements and how they will be managed to send to Colorado Open Lands.

Coordinator Black reviewed the timeline for the Master Plan and stressed that throughout the process, staff would be working closely with Colorado Open Lands. She added that she was also encouraging PTRC to become very involved at this stage, because when the plan comes to them in June it should be something they are very comfortable and familiar with. She asked for any questions.

Committee Member Rockafellow asked about the pond versus the dam, and asked if they could go ahead with the spillway project if it wasn't determined what exactly to do with the rest of the pond.

Coordinator Black stated the group would be able to move forward with the spillway alone, but it made more sense to determine what to do with pond (in terms of size and dredging) and the dam at the same time. She explained the top of the spillway becomes the height of the dam, which would determine the depth of possible dredging, so coupling the two projects makes the most sense. She did clarify that that process could be completely separate from determining what to do with the platform and boardwalk, since those would be parallel to the side of the pond.

With no more questions, Ms. Black invited Debbie Welles (former Quincy Farm Visioning Committee member) to share her slideshow with the Committee. Ms. Welles stated she would rather wait until the next meeting to present in order to reorder her slideshow. Ms. Black stated they could schedule her for the next meeting.

Suzanne Bucy, 6 Tamarac Lane, stated she understood how the property came to the Village, but asked how it would continue – as a nonprofit, under the auspices of the Village, etc.

Coordinator Black explained at least the short-term plan is that it continue as part of the city, but that she had included in the Reports section later in the meeting information about the possibility of forming a nonprofit, which would have to be decided by City Council.

NEW BUSINESS

None

REPORTS

Committee Member Rockafellow reported that the neighbors adjacent to the Farm were in the process of interviewing three candidates to serve as their water attorney to negotiate with Denver Water. He explained they were exploring options, including installing separate meter to measure the equivalent amount of water, and that it is complicated by one of the neighbors having a pond.

Nonprofit Creation

Coordinator Black explained that Committee Member Maniatis had asked about the possibility of forming a nonprofit for Quincy Farm. She noted this is something that has been explored at past Council retreats both for Quincy Farm and for a city-wide foundation. She explained City Council also just discussed forming a police foundation at their past meeting, but did not make a firm decision; Councilor Safavi was going to find out more about Greenwood Village's experience with their foundation and report back. She explained one downside is the amount of administration necessary, and that the city does have a mechanism in place to accept donations now through City Council.

Committee Member Maniatis stated the genesis of the question was whether there was a way to fundraise for Quincy Farm, and since that seemed to be in place already, it might be more of a bureaucratic obstacle to form a nonprofit.

Coordinator Black stated Chair Greene had asked the Committee to remember that the first goal right now was completion of the Master Plan, so she thought it was a good choice to wait on the nonprofit question. She continued that because the Master Plan would contain cost estimates, that might be more informative going forward to determine what funding sources might be necessary.

Susan Maguire, Executive Director of the Cherry Hills Land Preserve, stated one of the items in the MOU being worked on was that CHLP can fundraise or assist the city with fundraising.

Vice Chair Vanderwerf stated when she served on the Art Commission, they also considered a nonprofit formation, and the difficulty was finding someone who wanted to take that on because it was a lot of work. She continued that one reason the Cherry Hills Land Preserve was formed was because people were suspicious of giving money to the city, but CHLP could fundraise as a nonprofit.

Suzanne Bucy, 6 Tamarac Lane, stated she was involved with a nonprofit that protects mustangs in California which has a lot of staff, and this nonprofit for Quincy Farm would likely also need to have staff, which gets into needing to raise even more money. She continued the mustang nonprofit relies heavily on volunteers, and perhaps Quincy Farm could do that too.

Committee Member Scott noted initially, a nonprofit takes time to establish, and may be another umbrella to receive funds separate from the city or CHLP. She noted there will have to be staff for the Farm no matter what, so determining whether to pay them under the city or a nonprofit would be a question. She stated she thought it was a great idea to investigate since it could become something more useful as an entity even if it's not developed fully right away.

Janney Carpenter, 9 Random Road and Cherry Hills Land Preserve member, stated in her work with nonprofits, there should be as many channels for funding as possible. She continued that CHLP was happy to help in any way they can, and there was a history of CHLP receiving donations to pass along to the City. She noted that there are lots of similar farms that operate in partnership with a municipality or nonprofit, but there is a need to manage the perception that the nonprofit is controlled by the city.

Vice Chair Vanderwerf noted one of the goals of the Master Plan is to partner with other organizations.

Committee Member Scott asked about staff sharing between nonprofits or between a city and nonprofit.

Vice Chair Vanderwerf explained her past experience with South Suburban Park Foundation, an entity that worked with South Suburban Parks and Recreation District. She explained there were staff from the district at the foundation meetings to update the foundation on projects they were working on, and they did fundraisers for the district, so it was a fairly close connection, but they would not have taken on a project that the district disapproved of.

Committee Member Scott asked once the Historic Structure Assessments were completed, if there were revenue streams specific to those assessments, whether it would be better to have a nonprofit to administer them versus the city.

Coordinator Black explained there could be private foundation grants related to preservation that are available to nonprofits but not cities, but the first source of funding would be the State Historic Fund grants, which are available to either (so there is not an advantage one way or another). She noted the Quincy Farm Visioning Report included a long list of funding opportunities and she was working to separate them by eligibility requirements and would share with the Committee once finished. She acknowledged that going forward, having both opportunities would probably be advantageous, but right now it was a cost-benefit analysis about whether the city could partner with the CHLP, apply themselves, or spend the time and money to form a separate nonprofit.

Committee Member Scott asked if the city had a capital campaign in the future, would it be important to have a separate nonprofit. Coordinator Black stated in her experience a capital campaign could likely be more successful if run by a nonprofit, since some people are hesitant to donate directly to the city.

Committee Member Maniatis stated he hoped there was a reason to form a nonprofit within the next five years because Quincy Farm was successful; he did not want to see it become a pariah with high operating costs, since historic buildings can be very expensive.

Vice Chair Vanderwerf stated if there's a nonprofit raising money for Quincy Farm, Quincy Farm belongs to the city, so the nonprofit needs to demonstrate that it's a project the city is fully on board with.

75th Anniversary Committee

Coordinator Black gave an update that the 75th Anniversary Committee was planning two events to celebrate the city's 75th anniversary this year. She invited Committee Member Maniatis, who is also Co-Chair of the 75th Anniversary Committee, to update the group.

Committee Member Maniatis explained that the 75th Anniversary Committee was planning two events at the end of the summer, and the group was conscious of avoiding CHLP events. The formal event was planned for August 29th at the Cherry Hills Country Club, and the idea would be for city committees and commissions (like Quincy Farm) have tables and an opportunity to engage with guests. Coordinator Black stated the daytime celebration in John Meade Park was tentatively planned for Sept. 26th. The

Committee discussed the dates for the Barn Party and the Dine for the High Line Canal event; they do not conflict.

Committee Member Maniatis explained the 75th Committee was putting together a list of people to interview about the history of Cherry Hills, so if the Committee had recommendations for names, to please let him know. He stated he would talk to Vice Chair Vanderwerf after the event.

Suzanne Bucy suggested combining invitations and sending out a fall calendar of events for the Barn Party, city events, and Dine for the High Line.

Committee Member Scott suggested publishing in Colorado Expressions, thought she wasn't sure the cost.

Letter from Neighbors

Coordinator Black stated her last report was that the city had received a letter from a Quincy Farm neighbor, but since he had attended the meeting, she invited him to ask any questions. She noted his concerns that the city keep Colorado Open Lands informed, and she stated she hoped the earlier discussion about meeting with Colorado Open Lands about the plan and continuing to work closely with them provided assurance that the Committee and city have prioritized working within the terms of the easement.

Eric Jamrich, 8 Blackmer Road, stated he was impressed by a lot of the ideas, but they were concerned about possible traffic and development and his concerns were shared by others on Blackmer. He explained he was at the meeting to hear what was going on, and he liked the idea of a nature center and kids coming to volunteer, but tractor tours, firepits, and things going on all night were not in the spirit of the easement.

Coordinator Black stated she would respond to his letter so he would have a formal response, and encouraged Mr. Jamrich to keep coming to meetings, sign up to receive Committee packets through the website, and feel free to send any questions.

Janney Carpenter from the Cherry Hills Land Preserve stated she hoped the Committee kept in mind in the Master Plan how to preserve the property in the long term, since it can be easy to get caught up in the planning. Committee Member Maniatis stated that he agreed, and sometimes less is more. Committee Member Scott stated she would describe Colorado Open Lands as being "on it", and that they have fulfilled their responsibilities to oversee the easement as far as she has seen.

ADJOURNMENT

The meeting was adjourned at 9:16 a.m.

Lucinda Greene, Chair

Emily Black, Parks and Recreation Coordinator



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ITEM: 6A

MEMORANDUM

TO: MEMBERS OF THE QUINCY FARM COMMITTEE
FROM: EMILY BLACK, PARKS AND RECREATION COORDINATOR
SUBJECT: ONGOING PROJECT UPDATES AND BUDGET
DATE: MARCH 17, 2020

ISSUE

To update the Committee on projects taking place at Quincy Farm and spending on Farm-related projects.

DISCUSSION

As there will be no projects underway until the Master Plan is complete, there are only budget updates for this item.

The 2020 budget for Quincy Farm is attached as Exhibit A. All planned spending for Quincy Farm projects has been assigned to a new account created just for the Farm in the Catherine Anderson Land Donation Fund. Utilities will continue to have their own account in the same fund. Unaudited financial statements from January 2020 are attached as Exhibit B.

EXHIBITS

Exhibit A – Quincy Farm Budget – March 2020
Exhibit B – Jan. 2020 Unaudited financial statements (revenues) – Catherine Anderson Land Donation Fund

2020 Quincy Farm Budget

Last update: 3/5/20

Account	Description	January	February	March	April	May	Total Spending To Date	Total Budgeted	Remaining
Catherine H. Anderson Land Donation Fund									
08-450-3031 Utilities - \$12,300									
	Utilities	\$ 104.02	\$ 493.14				\$ 597.16	\$ 12,300.00	\$ 11,702.84
							\$ 597.16	\$ 12,300.00	\$ 11,702.84
08-450-6066 Quincy Farm - \$119,000									
	Quincy Farm Committee	\$ 32.97	\$ -				\$ 32.97	\$ 1,000.00	\$ 967.03
	Water Attorney	\$ -	\$ -				\$ -	\$ 20,000.00	\$ 20,000.00
	Master Plan Consultants	\$ 4,140.34	\$ 5,095.80				\$ 9,236.14	\$ 60,000.00	\$ 50,763.86
	Beehives	\$ -	\$ -				\$ -	\$ 3,000.00	\$ 3,000.00
	General Maintenance	\$ -	\$ -				\$ -	\$ 25,000.00	\$ 25,000.00
	Tree Maintenance/Care	\$ -	\$ -				\$ -	\$ 10,000.00	\$ 10,000.00
	Miscellaneous	\$ -	\$ -				\$ -	\$ -	\$ -
							\$ 9,269.11	\$ 119,000.00	\$ 109,730.89
						Total	\$ 9,866.27	\$ 131,300.00	\$ 121,433.73

CITY OF CHERRY HILLS VILLAGE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2020

CH ANDERSON LAND DONATION FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
LICENSE AND PERMIT REVENUES						
08-320-3221	RECREATION REIMBURSEMENT DONAT	.00	.00	1,000.00	1,000.00	.0
	TOTAL LICENSE AND PERMIT REVENUES	.00	.00	1,000.00	1,000.00	.0
MISCELLANEOUS REVENUES						
08-360-3611	INTEREST-INVESTMENTS	1,950.12	1,950.12	8,500.00	6,549.88	22.9
08-360-3680	MISCELLANEOUS REVENUES	1,948.10	1,948.10	4,000.00	2,051.90	48.7
	TOTAL MISCELLANEOUS REVENUES	3,898.22	3,898.22	12,500.00	8,601.78	31.2
	TOTAL FUND REVENUE	3,898.22	3,898.22	13,500.00	9,601.78	28.9



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ITEM: 6B

MEMORANDUM

TO: MEMBERS OF THE QUINCY FARM COMMITTEE
FROM: EMILY BLACK, PARKS AND RECREATION COORDINATOR
SUBJECT: MASTER PLAN – FINAL SITE PLAN
DATE: MARCH 17, 2020

ISSUE

Presenting and receiving the Committee's feedback on the proposed final site plan for Quincy Farm.

DISCUSSION

Final Site Plan

Design Concepts has prepared a Final Site Plan for Quincy Farm. The plan includes some new elements from the original plan, and incorporates feedback from the public input meeting, Quincy Farm Committee, and staff. Two sketches show an on-the-ground view, one on the East Side and one on the West. At this meeting, the Committee should provide feedback to Design Concepts to make any final adjustments to this plan. Based on this input, Design Concepts will make necessary changes and begin to solidify cost estimates and work on the creation of the larger Master Plan.

Colorado Open Lands

Cheryl Cufre from Colorado Open Lands has reviewed the preliminary site plan and discussed with staff, Design Concepts, and Chair Greene. Colorado Open Lands was generally comfortable with the preliminary plan, and asked for more information about the platform by the pond and the open-air classroom on the East side. Staff sent more detailed descriptions of both of those elements, and Colorado Open Lands confirmed that they are appropriate and within the terms of the Conservation Easement. Once the Committee gives feedback on the Final Site Plan, staff will send the update to Colorado Open Lands for review.

Next Steps

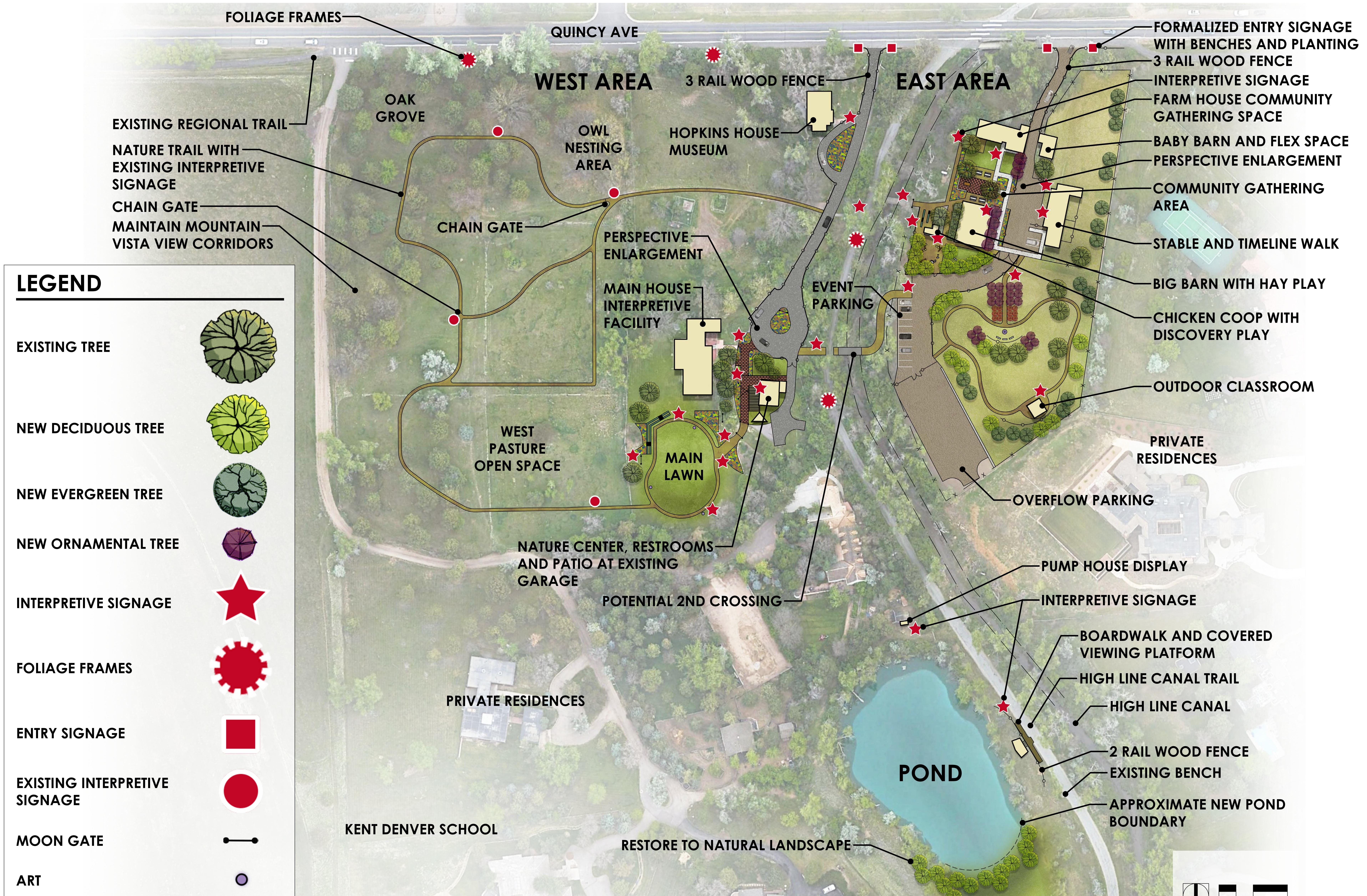
- **(today) March 17th - Quincy Farm Committee meeting** - Design Concepts will attend with a proposed final site plan for review and discussion.
- Staff will continue to update and discuss with Colorado Open Lands as each draft of the Plan is created, as well as provide updates to and ask for feedback from PTRC.
- **April 21st Quincy Farm Committee Meeting** – Discussion of draft Master Plan document prepared by Design Concepts
- **May 19th Quincy Farm Committee Meeting** – Approval of Final Master Plan document
- Following approval by QFC, staff will send final Master Plan to Colorado Open Lands to review at their June board meeting, to obtain a letter that the board concurs with the concepts outlined in the Master Plan ahead of City Council approval.
- **June 11th Parks, Trails, and Recreation Meeting** – Approval of Final Mater Plan document
- **July 21st City Council Meeting** – Final approval of Master Plan

STAFF RECOMMENDATION

The Committee should give feedback on this proposed final site plan for the Farm.

ATTACHMENTS

Exhibit A: Design Concepts – Proposed Final Site Plan for Quincy Farm



QUINCY FARM - SITE PLAN

March 2020



QUINCY FARM - EAST SIDE: CENTRAL GATHERING AREA

March 2020



QUINCY FARM - WEST SIDE: ENTRY AT NATURE CENTER

March 2020