

RECORD OF PROCEEDINGS

Minutes of the
Parks, Trails & Recreation Commission of the
City of City of Cherry Hills Village, Colorado
Held on Thursday, March 12, 2020 at 5:30 p.m.
at the City Center

PARKS, TRAILS AND RECREATION COMMISSION REGULAR MEETING

Chair Robert Eber called the meeting to order at 5:38 p.m.

ROLL CALL

Chair Robert Eber, Commissioners Peter Sutherland, Kate Murphy, Aron Grodinsky and Tory Leviton. Also present were Emily Black, Parks and Recreation Coordinator, Pamela Broyles, Administrative Assistant, Jeff Roberts, Parks Operations Supervisor, and Jessica Sager, Finance Director.

Absent: Vice-Chair Fred Wolfe, Commissioner Stephanie Dahl

PLEDGE OF ALLEGIANCE

The PTRC conducted the Pledge of Allegiance.

AUDIENCE PARTICIPATION PERIOD

Laura Christman
18 Cherry Lane Drive
Cherry Hills Village, CO

Ms. Christman with the 75th Anniversary Committee gave an update on the plans to celebrate the 75th anniversary of the city and the grand opening of John Meade Park. The date for the celebration has been set for Saturday, September 26th with the main activities from 10:00 a.m. to 3:00 p.m. The goal of the Committee is to involve as much of the community as possible. She said that the plan is to start at 8:00 a.m. with a trail ride on the Village Trail to include horse riders in the Village. She also reported that Arapahoe County recently started a Mounted Patrol and she plans to contact them to see if they are interested in being part of the trail ride. She said the event is broken down into the following three pieces:

- Dedication of Meade Park
- 75th Anniversary Celebration
- Dedication of the Alan Hutto Memorial

Ms. Christman stated she has been in contact with the donors of the Alan Hutto Memorial Commons and plans to meet with them in May for their input on the dedication. She noted that they have expressed an interest in donating music for the event that would include several performers throughout the day.

Ms. Christman expressed that the Committee's goal is to involve all ages at the event. The idea is to have face painting, pony rides and balloons around the playground for younger children. The Cherry Hills Land Preserve has expressed interest in helping the City with a scavenger hunt for the older children and the Pony Club is interested in performing a hunter jump demonstration in the arena. The Committee is still working out the details to have food at the event. Ms. Christman stressed that the goal is to not lose

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money should the event be cancelled due to weather or other circumstances. She invited the Commission to ask questions or make comments.

Commissioner Leviton noted that there are no organized PTRC activities at the event. He said there is time to incorporate some of the ideas that he has for recreation.

Ms. Christman suggested that Commissioner Leviton share his ideas with Commissioner Dahl who is the PTRC liaison for the event.

Parks and Recreation Coordinator Emily Black confirmed that Commissioner Dahl will be the liaison for PTRC in planning the event. She said the Committee plans to have booths at the event with activities such as Commissioner Leviton described. Ms. Black confirmed that the 75th Anniversary Committee will share their ideas for the event at the City Council meeting on April 7th but wanted to share the plan with PTRC first to make sure the Commission is in agreement.

Commissioner Grodinsky suggested that PTRC could plan a 5k Fun Run for the community in addition to the trail ride.

Ms. Christman responded that she likes the idea of a fun run, but it would require more money and staff.

Chair Eber asked if having people and horses on the trail would be a problem for the horses.

Ms. Christman responded that she did not think it would be a problem having people on the trail at the same time as horses unless there was a lot of activity around the horses.

Ms. Black shared that the Committee planned to have food trucks at the event in addition to the City providing things like popcorn, ice-cream and lemonade. The Committee discussed a new idea to have City businesses cater the event. Funding would be used from the Special Events fund since the Annual Movie Night event is cancelled. She noted that the cost of the event, not including food, is approximately \$2,200.

Commissioner Leviton suggested having Duffeyrolls at the event as they have been a great support to the City.

The Commission thanked Ms. Christman for presenting the ideas and they look forward to working with the 75th Anniversary Committee on the event.

CONSENT AGENDA

Commissioner Peter Sutherland moved, seconded by Commissioner Kate Murphy to approve the following items on the Consent Agenda:

1. Approval of Minutes as Amended – February 13, 2020

The motion passed unanimously.

UNFINISHED BUSINESS

- a. High Line Canal Signage

Ms. Black noted that she reviewed the High Line Canal Signage plan at the last PTRC meeting. She welcomed Ms. Harriet Lamair of the High Line Canal Conservancy to present the plan. The High Line Canal Conservancy is seeking approval of the signage plan from PTRC before presenting it to City Council.

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Ms. Lamair expressed that the Conservancy is excited about the commitment to the signage package. She introduced Josh Phillips as the Director of Implementation who has been working with staff at all of the jurisdictions on the location of the signs, the materials to be used and what details will be on the signs. Ms. Lamair pointed out that this signage package is the first ever agreed upon package for the entire High Line Canal.

Ms. Lamair reported that some communities are installing all of the signs in the package while a few are doing a phased implementation due to budgeting constraints. She noted that there are matching funds from Arapahoe County Open Space and the High Line Canal Conservancy. She said over 150 signs will be installed in 2020 in addition to the mile markers but emphasized that several signs will come down so there will probably be less signs on the Canal. Ms. Lamair shared examples of what the signs will look like and said the bollards will also include the name of the street that you are crossing. There are two trailheads in the Village that will have signs, including the Dahlia Street parking lot and Three Pond Park. Signage will include a monument sign that is 6' x 2 ½' wide installed on two wooden posts and a kiosk sign that is 7'4" tall and 2'2" wide. There will be four mile-marker signs installed within the City's jurisdiction.

Ms. Lamair shared that the Cherry Hills Land Preserve donated \$10,000 to the High Line Canal Conservancy. She said the money was unrestricted, but the High Line Canal Conservancy decided to use the money for the sign at the Dahlia Street trailhead.

Chair Eber brought up that the midpoint of the High Line Canal is at Three Pond Park and he asked if there would be some kind of marker to recognize the area.

Ms. Lamair responded that at this point there is no plan to have a marker at the midpoint location. She said the long-term plan is that Three Pond Park would be used as an interpretive center to understand the historic uses of the Canal for irrigation.

Chair Eber suggested installing something as simple as a bollard to indicate the midpoint mark.

Commissioner Grodinsky suggested that the midpoint mile marker could be unique in some way such as a different color.

Ms. Lamair pointed out that there is a bench in Three Pond Park near the midpoint location that could be used to bring attention to the halfway point.

Ms. Black concurred that she likes the idea of adding some type of signage to recognize the halfway point.

The Commission discussed using money from the Parks budget to pay for a bollard.

Ms. Black will work with the design team to come up with some ideas to bring back to PTRC.

Chair Eber brought up adding interpretive signs at Quincy Farm that include educational points about the High Line Canal and pointing out that Quincy Farm owns a piece of the Canal.

Ms. Lamair said she likes the idea and suggested PTRC could partner with the High Line Canal Conservancy from a recreational standpoint. She said there have been educational programs started in other communities that could be implemented in Cherry Hills Village. She will provide contact information to Ms. Black to implement a program.

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Ms. Lamair shared that the Conservancy plans to do guided walks on the Canal. She believes Commission members would be perfect to lead the walks. She said the leader could talk about the history of the Village and Quincy Farm. She shared that there is also an app that can be used to identify plants, birds and animals on the Canal.

Ms. Lamair discussed options for materials that could be used for the signs that include powder coated aluminum or wood. She pointed out that during the public meetings, people voiced their preference for wood materials. She said that based on feedback from the community the powder coated aluminum signs look like wood.

Parks Supervisor Jeff Roberts noted that he would prefer to use wood. He is concerned that that the powder coated aluminum would be easier to damage with their equipment and the replacement costs would be higher for aluminum than wood.

Ms. Black reiterated that it is staff's preference to go with the wood material, but it is a matter of whether it will require more maintenance. She said if there is a significant cost increase the City would consider going with the powder coated aluminum.

Ms. Lamair referred to the size of the sign in Dahlia Hollow Park and proposed that it would look better in wood than aluminum. She asked the Commission how they thought the community would feel about having a large monument sign and a kiosk sign in two locations. She asked Josh Phillips to report where the signs are to be installed in Three Pond Park.

Mr. Phillips explained that the monument sign in Three Pond Park will be used to identify the parking area so it will be on the street for vehicles to see as they are pulling in. He said the kiosk sign is proposed to be in the Dahlia Street parking area as opposed to being on the trail. He pointed out that the kiosk sign has a map that could be used by other trail users and not just folks starting their journey at the trailhead.

Ms. Lamair brought up that there is already a sign at Three Pond Park and questioned whether the monument sign is needed. She suggested that the bollard crossing sign with High Line Canal on it would be sufficient.

Mr. Phillips commented that the monument sign at Dahlia Street makes sense since because there are no markings to show what the parking is for as you enter the trailhead. He agreed that Three Pond Park is a different situation.

Ms. Lamair said that the location of the sign at Dahlia Street would be a decision for PTRC. She said she wants to be sensitive to the community about the number of signs and she does not think that a large monument sign is needed at Three Pond Park.

Commissioner Aron Grodinsky moved, seconded by Commissioner Peter Sutherland to recommend that City Council participate in the High Line Canal Signing Project.

The motion passed unanimously.

NEW BUSINESS

a. Quincy Farm Site Plan

Ms. Black reported that Design Concepts is the firm hired by the City to help the Quincy Farm Committee facilitate the creation of a Master Plan. She said the first step in this process is creating a site plan that includes a map of what each building and area will be used for. Once the site plan is finalized the consultants will use the site plan to draft a Master Plan document.

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Ms. Black stated that the preliminary site plan for Quincy Farm was included in the packets. She said she just received the final site plan and forwarded it to the Quincy Farm Committee for their review. She said the preliminary plan is very similar to the final, so she is hoping to get feedback from PTRC to share with the Quincy Farm Committee.

Chair Eber asked for clarification on whether the items listed as potential uses for the Farm are things that they want to see happen.

Ms. Black confirmed that these are things the Committee would like to see happen and not just ideas. The plan is that these uses would be phased over time.

Commissioner Sutherland asked if the pond at Quincy Farm is considered out of bounds for a circular walk.

Ms. Black confirmed that the Quincy Farm Committee decided that it is better to avoid having people go all the way around the pond to avoid people walking on the dam from a safety standpoint. Also, the Conservation Easement treats this area as a wildlife habitat first and preventing people from walking around creates a quieter habitat. She described the Committee's idea to have a walkway with an observation platform parallel to the High Line Canal to keep people and dogs in that designated spot. There will potentially be a split rail fence on both sides to keep people and dogs away from the water, but still provide a designated spot with some shade and interpretive signage.

Commissioner Leviton concurred that it is important to protect the wildlife habitat and to keep dogs away from the area.

Ms. Black described the west area of the easement as a quieter area with limited access. The plan for the west area is to have the main house be an interpretive center and the garage would be a less formal kid-friendly nature center with indoor and outdoor space. The nature trail would be as it exists right now and would only be accessible when the nature center is open. Ms. Black described the east area as less restrictive and would have a little more activity. The Committee is envisioning a place where larger groups of people would meet for classes, including open-air classrooms. The orchard will be restored to be used as an educational opportunity and there will be a vegetable garden and some areas for unstructured natural play.

Commissioner Murphy asked how the plan will be funded. She brought up that her original thought was to host farm to table events, weddings and other opportunities to make revenue to support the Farm, but then Colorado Open Lands said no to these types of events.

Ms. Black responded that large events are not part of this plan. She said part of the Master Plan process is going to be cost estimating and they will be bringing more detailed information in the next phases. The Committee will determine what pieces are eligible for grant funding and what pieces are appropriate for a capital campaign. She said they have also discussed forming a nonprofit in the future that is associated with Quincy Farm.

Commissioner Murphy asked if it is prohibited to have a Farmer's Market on Saturdays.

Ms. Black responded that it might be possible on the east side, but they would have to confirm with Colorado Open Lands. She said the Committee is working with Colorado Open Lands to find out what is appropriate in the easement and they are running ideas by them.

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Chair Eber brought up that in past discussions they talked about what would be Quincy Farm Activities versus John Meade Park activities and the thought was that larger groups would be at John Meade Park.

Ms. Black clarified that in terms of holding events, Colorado Open Lands looks at the impact and preservation of the Farm and not necessarily the number of people.

Ms. Lucinda Greene, Quincy Farm Committee Chair, addressed Commissioner Murphy's question and said she believes a farm to table event would be a great idea, but the limitations are on the west side and they are governed by environmental impact. She said the Committee could suggest the Farmer's Market idea on the east side.

The Commission expressed concern with being able to raise the money for all of the ideas in the Master Plan.

Ms. Black stressed that a huge part of the next phase of the Master Plan is to break down the cost estimates for the entire property.

Chair Eber commented that the plan shows that the pond is shrinking, and when he attended the public meeting, he was unsure of the reason and what the benefit is.

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Ms. Black responded that the City has a pond report from a few years ago and the conclusion was that the pond is very silted in and it would be a healthier pond if it was smaller and deeper.

Chair Eber brought up the idea of having a sculpture garden. He said that during the planning of John Meade Park, a survey concluded that people did not want a sculpture garden.

Ms. Black responded that a sculpture walk has been in the Quincy Farm Master Plan since the beginning because Catherine Anderson (Cat) did have ornamental sculptures on the property. She said the idea is to tie the sculptures into the rest of the pastures.

Chair Eber asked if there is concern that adding too many sculptures goes against the community's wishes.

Ms. Black concurred that the Committee does not want to crowd the space with sculptures. The idea is to have a few sculptures across the pastures as a tribute to Cat's enjoyment of sculptures.

Chair Eber brought up that on the east side of the property there is a designation for a firepit, and he cautioned that there would need to be a change in the ordinance to allow it.

Ms. Black said she would review the code before making any final decisions.

Chair Eber also expressed that he hoped the tire swing that is being proposed is as natural as possible.

Ms. Black confirmed that due to safety concerns the swing has been removed from the Plan.

Chair Eber asked if the vegetable garden would be used to grow traditional crops and if growing techniques would be used to show the history of growing vegetables during that time period.

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Ms. Black confirmed that the idea is to have a community vegetable garden designed to be educational that City staff would maintain. There would be activities for people to learn about planting and growing vegetables.

The Commission asked about the water supply at Quincy Farm.

Mr. Roberts reported that Quincy Farm has the ability to get water from Denver Water and through an existing well.

Chair Eber addressed the shortage of parking spaces and asked if there would be designated parking for Quincy Farm only.

Ms. Black confirmed that the Committee will make sure these are designated parking spaces for Quincy Farm visitors only that should not be used as a trailhead for the High Line Canal. She said the Committee specifically put the gravel parking area behind the barn so it is less visible.

Chair Eber brought up the designation for water play in the plan and his concern that the language will turn this area into a water park.

Ms. Black confirmed that the area is designated as a natural play area with natural materials. She said the Committee's idea is to have a hand pump like was used in the past to educate people on the history of irrigation and historic uses.

Commissioner Murphy commented that with all the discussion on the educational ideas for the Farm the more important it is to be a 501(c)3 for grants and future funding. She asked if alcohol could be served on the property.

Ms. Black said there is nothing in the easement that specifically prohibits alcohol. She said the State just changed its requirements for liquor licensing and the City is currently working through that process as it has become more challenging.

Ms. Black explained that the recommended motion is for PTRC to concur with the Quincy Farm Committee on the preliminary site plan. She confirmed that PTRC will approve the final Master Plan, which will include the site plan.

Commissioner Tory Leviton moved, seconded by Commissioner Aron Grodinsky to concur with the Preliminary Site Plan for Quincy Farm developed by the Quincy Farm Committee.

The motion passed unanimously.

b. PTRC Delegate to the Citizens Advisory Taskforce

Ms. Black reported that the Master Plan for the entire City is also being updated. She said City Council approved working with Rick Engineering Company for this process and it will be headed by the Community Development Director working closely with the Planning and Zoning Commission. As part of the process the City is forming the Citizens Advisory Taskforce (CAT) to provide citizen input on the Master Plan. In addition to this there will be community wide meetings that are open to the public.

Ms. Black said that Council approved a 17-member CAT where PTRC will appoint one member. She said the CAT will meet 5-7 times throughout a 15-month timeline. Meetings will take place the second Tuesday of the month from 6:00 p.m. – 8:00 p.m. with the first meeting tentatively scheduled for April 14th. Staff is asking PTRC to appoint a representative to the task force to attend these meetings. Ms. Black noted that anyone who is interested can attend any of the meetings.

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Chair Eber stressed that the CAT is not writing the Master Plan but will streamline the process.

Ms. Black confirmed that CAT will not create the Master Plan but will provide input.

Chair Eber asked for volunteers to be appointed as the PTRC member on CAT.

The Commission agreed to appoint Chair Rob Eber as the representative on CAT.

Commissioner Kate Murphy moved, seconded by Commissioner Aron Grodinsky to designate Chair Rob Eber as PTRC's representative to the Citizen's Advisory Taskforce.

The motion passed unanimously.

REPORTS

a. PTRC Chair Report

Chair Eber commented that with everything going on with the virus it is a perfect time to get outside on the trails and open space in the Village.

Chair Eber reported that he received a new draft of the Memorandum of Understanding (MOU) between the Cherry Hills Land Preserve and the City. He said that he is still working with the Mayor on the document. He expressed his concern that Quincy Farm is not designated under the code as a Park within the Village. He asked the Commission to review the resolution for the Quincy Farm Committee before the next PTRC meeting and think about that relationship with regard to the MOU.

Chair Eber noted that he recently visited the Public Works Facility and encouraged Commission members to visit the site.

Chair Eber announced that the City's annual Spring Cleanup event is scheduled for May 14th through May 16th. He also mentioned that the 75th Anniversary Committee is looking for old pictures and historical items related to the Village.

Chair Eber reported that he received a postcard from the Cherry Hills Land Preserve that the Barn Party is scheduled for September 19th and the trail walk will be held on September 20th.

b. Commission Members Report

Commissioner Leviton reported that he will work with Ms. Black on a suggested list of recreational opportunities for the John Meade Park grand opening and the 75th Anniversary event. Commissioner Leviton asked about how to achieve more community outreach for recreational activities in the Village.

Commissioner Grodinsky suggested doing a poll at the 75th Anniversary and John Meade Park grand opening event.

Ms. Black suggested that PTRC could have a booth at the event and there could also be a blurb in the Village Crier. She pointed out that there are not a lot of scheduled activities because the Community has not showed much interest in the past.

Commissioner Leviton said he would try to attend some of the 75th Anniversary Committee meetings to get more feedback. He said he is still working on a summer concert series.

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c. Staff Report

Ms. Black mentioned that the Commission expressed an interest in doing something for City Manager Jim Thorsen who is retiring on May 1st. She offered to bring a card to the next PTRC meeting for the Commission to sign.

(i) Car Show – June 7th, 2020

Ms. Black reported that the annual car show event is tentatively scheduled for June 7th from 10:00 a.m. to 1:00 p.m. She said the event will be held at the Cherry Hills Elementary School one last time as John Meade Park will still be under construction and the parking lot will not be available. She asked Commission members to start getting the word out to people who would like to enter their cars. She was happy to announce that the Busted Bones Band has agreed to play at the event again this year.

(ii) John Meade Park Construction – Play Area

Ms. Black discussed the play area for John Meade Park and the hollow logs that were in the original plans. She said the original idea was to include timbers in the play area from downed trees, but from a safety standpoint this is not a good option. Ms. Black shared some pictures of natural looking prefab play structures that the City is considering instead. She noted that the cost will be a little higher than the hollow logs.

The Commission agreed that the prefab timbers met the criteria for looking as natural as possible. The unanimous preference was for the “sideways tree climber” option.

Ms. Black also stated that the Committee is planning to sell the bricks from old City Hall. Names will be engraved on them and they will be used to create a pathway from the City’s parking lot to the pond behind City Hall.

(iii) Art Commission Piece for John Meade Park

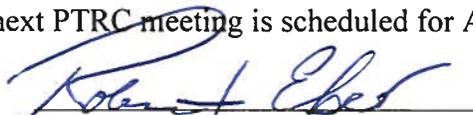
Ms. Black reported that the Art Commission is considering the installation of a piece in John Meade Park. Their consultant is bringing ideas to the next Art Commission meeting scheduled for April 27th. The Art Commission will then bring their ideas to PTRC for approval. Ms. Black said the Art Commission is aware that the piece needs to be natural looking and interactive in some way where kids can climb on it.

(iv) Trail Signing Project

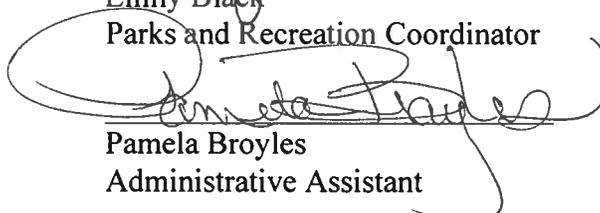
Ms. Black said that Vice-Chair Wolfe presented the Trail Signing Project to City Council and Council was receptive to the names of all the trails and locations. Ms. Black said there will be an article published in the May Village Crier.

ADJOURNMENT

The meeting adjourned at 7:25 p.m. The next PTRC meeting is scheduled for April 9th at 5:30 p.m.


Robert Eber, Chairman


Emily Black
Parks and Recreation Coordinator


Pamela Broyles
Administrative Assistant