



**CHERRY HILLS VILLAGE
COLORADO**

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City Hall
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75th ANNIVERSARY COMMITTEE AGENDA
Friday, January 17, 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 December 27, 2019 Minutes
6. Items Removed From Consent Agenda
7. Unfinished Business
 - a. Determine scope of the anniversary events
8. New Business
 - a. Quincy Farm use parameters
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, December 27, 2019 at City Hall

9:05 a.m.

ROLL CALL

Co-Chair Dino Maniatis, Co-Chair Thomas Barry, Laura Christman, Doug Tisdale and Nancy Wyman were present on silent roll call. Also present were Director of Finance Jessica Sager and Human Resource Analyst Kathryn Ducharme.

Absent: Committee Member Michael Robb

NOMINATIONS AND SELECTION OF COMMITTEE CHAIRPERSON

Committee Member Laura Christman nominated Dino Maniatis and Thomas Barry as co-chairs. Committee Member Doug Tisdale seconded the nomination.

The nomination passed unanimously.

PLEDGE OF ALLEGIANCE

The Council conducted the pledge of allegiance.

AUDIENCE PARTICIPATION PERIOD

None

NEW BUSINESS

75th Anniversary Committee Meeting Schedule

Director Jessica Sager suggested the Committee begin by establishing a meeting schedule for staff planning as well as proper public notice of meetings.

Committee Member Nancy Wyman stated Fridays work best for her schedule.

Director Sager confirmed the doodle poll feedback staff received indicated Fridays were best for everyone's schedule.

Committee Member Tisdale suggested the Committee meet at least every two weeks until the event or events have been planned.

The Committee agreed to meet Friday morning at 9:00 a.m. at least every two weeks.

Selection of 75th Anniversary Logo

Director Sager stated City staff would like to switch to a 75th Anniversary logo that will be used on letterhead, business cards, events related to the anniversary as well as the City's website and social media pages.

Committee Member Tisdale asked if City Council had a logo preference and inquired why they didn't choose the logo.

Director Sager advised Council liked both options and suggested the Committee determine which logo would be used.

Committee Member Wyman stated she liked the first option with the cherries. Committee Member Tisdale also preferred the first logo.

Co-Chair Barry stated cherries are what he thinks of when he thinks of Cherry Hills Village.

The Committee unanimously selected the first logo.

Determine the Scope of the Celebration(s)

Director Sager stated the City's actual 75th anniversary is May 10, 2020, but May 10th is on Mother's Day so the Committee will likely have to pick another date.

Committee Member Christman suggested the Committee hold several events throughout the year and not celebrate the anniversary on just one day. She stated because the event holds such historical meaning it would be good to bring in each of the community's different stakeholders so that they each can have an event. She suggested the equestrian community could plan a trail ride, the churches and schools could get involved in another event and the Committee could hold a third event that coincides with the opening of John Meade Park. She indicated the more groups involved in the event process; the more people will show up.

Committee Member Wyman stated that she thought a year of events might be too much.

Committee Member Tisdale suggested a series of four to six events that would be spread out through 2020, each featuring an essential and unique aspect of the community. He asked Director Sager if the Committee had a budget for the events.

Committee Member Christman stated if they coordinated an event with the opening of John Meade Park, the event funds would not come out of the 75th Anniversary event budget.

Committee Member Wyman asked when John Meade Park was scheduled to be completed.

Director Sager answered the park should be completed by the end of September.

Co-Chair Barry suggested the other events lead up to the opening of the park. He added that having four to six events could entice community members to be involved in all the different events and maybe residents would attend something they normally wouldn't get involved in.

Committee Member Wyman stated she doesn't get involved in a lot of events. She added she liked the idea of spreading out the events but thought a year would be too long.

Committee Member Christman volunteered to speak with the Niedermans and the Huttos to see if they would consider sponsoring an event.

Committee Member Tisdale advised the members of the Committee that the Niedermans and Huttos donated the property for Alan Hutto Memorial Commons so it would make sense to ask them.

Committee Member Christman stated the families would likely be very interested in making the opening of the amphitheater something special.

Co-Chair Barry asked about the opening of the amphitheater and if it would open at the same time as John Meade Park?

Committee Member Tisdale answered the amphitheater is part of the park and confirmed it would open at the same time.

Co-Chair Dino Maniatis asked if there is a working budget that had been allocated to the anniversary events.

Director Sager replied the budget is \$15,000 for the entire anniversary event or events.

Committee Member Tisdale stated the Committee would need to be mindful of the budget unless they received donations that could be used toward the events.

Director Sager stated City staff saved bricks from the old Village Center building with the intention to sell them or give them to key residents in the community; if the Committee would like to move forward with giving the bricks away, they would be charged with determining the criteria/definition of key people. She added the City Manager always envisioned selling the bricks at some point and staff have had residents express an interest in purchasing one.

Committee Member Christman asked if the bricks were purchased if they would be placed at City Hall, in John Meade Park or if the residents would take them home.

Director Sager responded staff envisioned the residents taking them home.

Committee Member Christman indicated that residents may not want to take the bricks home.

Committee Member Tisdale suggested the bricks could be used for a memorial garden in one of the City parks. He added memorial benches could be added to the garden as well.

Director Sager stated staff could discuss that idea with the Parks, Trails and Recreation Commission (PTRC) at a future meeting.

Co-Chair Barry stated the bricks could be purchased and dedicated to someone or in a family name and placed in a sidewalk or in a memorial garden.

Co-Chair Dino Maniatis questioned what would happen to the excess funds if the Committee did not spend the entire budgeted amount for the anniversary events. He asked if the funds would be allocated to Quincy Farm.

Director Sager answered that any funds not spent on the event would stay in the General Fund since that is where they had been budgeted from.

Co-Chair Maniatis asked the Committee where they would like to hold events for the anniversary.

Committee Member Christman suggested all events be held on City property, including at Quincy Farm since that is also City property.

Committee Member Tisdale stated an anniversary event at Quincy Farm would be a great way to introduce residents to the Farm property. He mentioned the Committee may need to rent an outdoor tent for a gala dinner at Quincy Farm because the house would not be big enough. He also suggested renting a tent and placing it in the parking lot of City Hall for a dinner. He added outdoor events cost a lot of money but would save the Committee from having to rent space from somewhere like one of the country clubs.

Committee Member Christman mentioned that the parking lot at the City Hall was specifically designed for event space.

Co-Chair Maniatis stated the Committee should consider whether the event should be held at City Hall or another location. He advised the Committee should decide if tickets for the gala should be sold, if the event should be limited and what the appropriate cost of the ticket should be.

Committee Member Tisdale added the Committee should find a good balance for the ticket price, so it does not exclude people.

Co-Chair Maniatis stated he likes the idea of hosting a series of milestone events in order to be more inclusive and end with a gala.

Committee Member Christman suggested keeping the John Meade Park event low-key. She envisioned fireworks, ponies and food that would be ideal for families to attend.

Co-Chair Barry asked if City staff was already planning an event for the park opening.

Director Sager responded PTRC may be planning an event and added that Emily Black, the Parks and Recreation Coordinator, would be attending the next meeting and could provide additional information related to the park opening and scheduled events.

Co-Chair Barry asked if PTRC would have their own budget for their event.

Director Sager responded the PTRC event funds would come from the Parks and Recreation Fund budget.

Committee Member Tisdale commented the end of September would be perfect timing for an anniversary event and the Committee could hold the final gala before or around November 10th because it would be six months after the official May 10th anniversary date.

Committee Member Christman replied that November weather would make an outdoor dinner difficult.

Co-Chair Maniatis stated the Barn Party is typically held in the fall and they need to make sure they don't conflict with the Land Preserve's event.

Co-Chair Barry suggested holding an anniversary event to coincide with the Barn Party.

Committee Member Christman responded that the Barn Party is not a City event so the Committee could not add on to the Land Preserve's event. She added the Committee could add an event to another City event, but not another group's event.

Co-Chair Barry suggested the Committee ask the Land Preserve if they could have a table at their Trail Walk event so they could get residents excited about upcoming anniversary events.

Co-Chair Maniatis mentioned Denver has an event called Doors Open Denver where historical sites or homes are opened to the public. He suggested another event could be to ask residents that have homes on the historic registry open their homes and partner the event with students to present historical aspects of the sites.

Committee Member Tisdale showed the Committee the timeline he created during the discussion. He suggested kicking off the anniversary events in May, with the park opening event in September and a final event in October or November. He asked if May 3rd would be an acceptable kick off date.

Director Sager responded that May 3rd would be a good date because it wouldn't conflict with the City's Spring Clean-Up which is usually held in the middle of May.

Committee Member Christman suggested adding an anniversary event to the Lakota Ride, which would be held in June. She added the City could plan an equestrian event and trail ride. She advised the Committee that past Lakota Rides included pony rides, dances, food, etc.

Co-Chair Barry suggested moving the gala event to an estate located in Cherry Hills Village.

Co-Chair Maniatis suggested holding two different dinners: one with a lower ticket price that would have the capacity of more people and another with a higher ticket price and less people.

Committee Member Tisdale responded he thought there would be less interest in the smaller, "more elite" gathering because the event would be a City celebration.

Committee Member Christman stated she thought it is better that the event is not a fundraiser to try to get as many people as possible to attend.

Committee Member Wyman stated she agreed the event should not be a fundraiser and it should be limited to just Cherry Hills Village residents.

Committee Member Christman continued that the Village has a large population of older residents who are on a tight budget and it is important them involved in the anniversary events.

Co-Chair Barry suggested if they could find a resident to donate space on an estate, it would save money and keep the ticket price obtainable for residents.

Committee Member Christman suggested the option of a small number of people to pay to attend a tour of the estate prior to the actual event.

Committee Member Tisdale suggested vendors that might be willing to donate wine for the event. He mentioned St. Mary's Academy has a large common room with a gorgeous view of the mountains and would include parking. He also said Kent Denver might be an option as well. Committee Member Tisdale added the Committee would have plenty of time to digest the ideas that were discussed at the meeting before their next meeting on January 17th. He suggested the Committee could discuss a kickoff event in May, what that event would look like, followed by the other events.

Committee Member Christman stated the Committee would need to discuss their plans with PTRC and possibly the Cherry Hills Village Art Commission (CHVAC) if a music event is considered because the CHVAC has created a concert series.

Committee Member Tisdale mentioned it would be best to hold a garden tour in July or August when plants and flowers are in bloom.

Committee Member Christman stated staff should reach out to the country clubs, churches and schools to include them in a historic article in a future issue of the Village Crier.

Co-Chair Maniatis suggested the Committee create a website for the anniversary events and it could include historic information that is received by City staff.

Committee Member Christman advised the Committee the City's website had been re-designed a few years ago and staff would be able to add a 75th Anniversary page to the website.

Committee Member Tisdale mentioned the information could be added to Channel 22.

Co-Chair Maniatis suggested bringing elder members of the community together to share their oral histories with a videographer.

Committee Member Tisdale mentioned there is video of Cat Anderson on Channel 22 that includes good historic information. He added capturing historical stories through "fireside" chats would be a great idea.

Co-Chair Maniatis suggested inviting all the former Mayors and current Mayors to a fireside chat. He offered to write historical or "did you know" pieces for the website, Facebook and Village Crier.

Committee Member Christman stated asking former Mayor Welborn talk about traffic and how it has been a problem in the Village since 1953.

Director Sager informed the Committee that staff had been contacted by various members of the Village asking for certain people to be recognized for the contributions to the City during the anniversary events. She stated staff was seeking direction on how to handle such requests.

Committee Member Christman suggested asking residents to send in their information so it could be included in future issues of the Village Crier.

Committee Member Tisdale added that City's Facebook page isn't well visited, but the information could be included on the Facebook page or a new Facebook page created for the anniversary.

Committee Member Wyman responded that most people in the Village do not use Facebook.

Co-Chair Barry asked if the 75th anniversary event could be included in the Village Crier.

Director Sager responded the Committee can include information in any Village Crier leading up to the event at no cost, but if they wanted to run an insert in the Crier, there would be a price for printing and insertion.

Co-Chair Maniatis stated that because the Village Crier is run once a month, some residents may feel that they have been omitted or others have been given preferential treatment.

Committee Member Tisdale responded the recognition articles could be added to the City's Facebook page every day so residents do not feel left out.

Committee Member Christman suggested including an article in the February issue of the Village Crier soliciting nominations for people that have contributed to the City's history or should be recognized.

Director Sager added an article asking residents to send in historic photos was included in the January issue of the Village Crier because Councilor Katy Brown suggested a "then and now" display at one of the City's events.

Committee Member Christman suggested adding the historic photos to the City's website or Facebook page as well.

Co-Chair Barry asked about the amount of staff time that would be allocated to the historic article and photo project.

Director Sager stated that it would take time to scan photos if they come in print form and it probably won't be done in one day. She added staff could create a 75th Anniversary page to the City's website that could include the photos and resident nominations.

Committee Member Tisdale suggested creating a Twitter page.

Committee Member Christman stated there should be a policy that the Committee would not be responsible for checking the historical accuracy of the stories submitted.

Co-Chair Maniatis suggested creating a page where residents could upload photos or write memoirs.

Director Sager explained in order to allow residents to upload photos or share information on the City's Facebook page, they would have to be given Administrator

rights. She suggested having residents send the photos and memoirs to her so staff can review the information before it is added to Facebook. She clarified that people will be able to comment on staff posts, but they won't be able to edit the posts on Facebook or the website.

Committee Member Tisdale expanded that sending the information for staff to upload grants the City the permission to use the photo and story as well as permission to remove certain content.

Co-Chair Maniatis suggested the gala could be called 75th Diamond Jubilee.

Co-Chair Barry asked if the City celebrated the 50th anniversary.

Director Sager stated she went back through City records and reviewed past issues of the Village Crier and could not find any reference to a 50th anniversary event.

Co-Chair Maniatis commented that at various events he's attended they've invited well known individuals to speak at the event and suggested inviting the Governor to speak.

Committee Member Wyman stated she did not agree with making it a political event and feels it should be limited to Cherry Hills Village residents.

Co-Chair Barry suggested the keynote speaker should have historic significance, someone from the Village. He added the Committee should keep in mind they are not fundraising, just covering event costs.

Committee Member Wyman stated she didn't think speakers were necessary and did not believe the gala needed to be that formal.

Co-Chair Maniatis stated it should have some sort of formality.

Committee Member Christman suggested holding the first event at Quincy Farm and it could include historic information about the Village. She reiterated that Village a lot of unique character such as ties to Dwight Eisenhower and Quincy Farm and the fact that owner of Secretariat was a resident as was Broadway singer Ethel Murman.

ADJOURNMENT

The meeting adjourned at 10:35 a.m.

Committee Co-Chair
Name: _____

Draft

Draft

Draft

Jessica Sager, Director of Finance

Kathryn Ducharme, Human Resource Analyst



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ITEM: 7a

MEMORANDUM

TO: MEMBERS OF THE 75TH ANNIVERSARY COMMITTEE
FROM: EMILY BLACK, PARKS AND RECREATION COORDINATOR
SUBJECT: DETERMINING THE SCOPE OF THE 75TH ANNIVERSARY EVENTS
DATE: JANUARY 17, 2020

ISSUE

To finalize the scope and dates of 75th Anniversary events.

DISCUSSION

In an effort to prevent conflicts between events, staff is providing the following list of dates planned for existing 2020 city events:

- Spring Clean Up: Thurs. May 14th – Sat. May 16th (firm dates)
- Movie Night: (contingent on John Meade Park construction) Sat. Aug. 15th or Sat. Aug. 29th
- Car Show: Sun. Sept. 20th or Sun. Sept. 27th
- Winter Celebration: Fri., Dec. 11th (firm)

In addition to these events, a Grand Opening for John Meade Park will likely be scheduled on a weekday in early September. The date will be determined in the summer when park construction is further along. The 75th Anniversary Committee is free to have an activity, table, etc. at any of these events.

Finally, it is not a city event, but the Lakota Ride is also scheduled to come through Cherry Hills Village on Sunday, July 12th. The Committee should plan to pair their events only with other city events.

BUDGET IMPACT

None

STAFF RECOMMENDATION

This is for information only; no recommendation.

RECOMMENDED MOTION

This is for information only; no recommendation.

ATTACHMENTS

None



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ITEM: 8a

MEMORANDUM

TO: MEMBERS OF THE 75TH ANNIVERSARY COMMITTEE

FROM: EMILY BLACK, PARKS AND RECREATION COORDINATOR

SUBJECT: USE OF QUINCY FARM

DATE: JANUARY 17, 2020

ISSUE

To explain the availability of Quincy Farm for a possible 75th Anniversary event.

DISCUSSION

At the first meeting, the 75th Anniversary Committee expressed interest in holding an event at Quincy Farm. Staff was asked to provide more information about Quincy Farm's availability and limitations.

Quincy Farm is a 17.55-acre property that was donated to the city by Catherine Anderson in 2016. It is listed on the National Register of Historic Places and is also under a restrictive Conservation Easement that limits the types of uses permitted on the property. The Easement is held and administered by the nonprofit Colorado Open Lands. The City and the Quincy Farm Committee are in the process of completing a Master Plan for the Farm with the assistance of a consultant (Design Concepts) that will determine exactly how the Farm can and should be used to the benefit of the public while remaining within the bounds of the easement.

Any event taking place at Quincy Farm must be related to history, nature, conservation, art, or preservation under the Conservation Easement. There are two tenants on the Farm with leases through 2022, so the East Area of the Farm and the Hopkins House area are not available. The available area for events is the Main Residence on the West Area of the Farm. This is a large farmhouse with a lawn. There is only parking for a maximum of 12 cars; for larger events in the past, the City has requested permission from Kent Denver to use their parking lot, and that has not been an issue. (It does require a short walk down the High Line Canal to reach the Farm.).

A map of the Farm is attached (Exhibit A), as well as a list of example potential events that has already been reviewed by Colorado Open Lands (Exhibit B). Staff will keep the Quincy Farm Committee up to date with the 75th Anniversary Committee's plans to help coordinate efforts.

BUDGET IMPACT

There is no cost to use Quincy Farm since it is owned by the City.

STAFF RECOMMENDATION

This is for information only; no recommendation.

RECOMMENDED MOTION

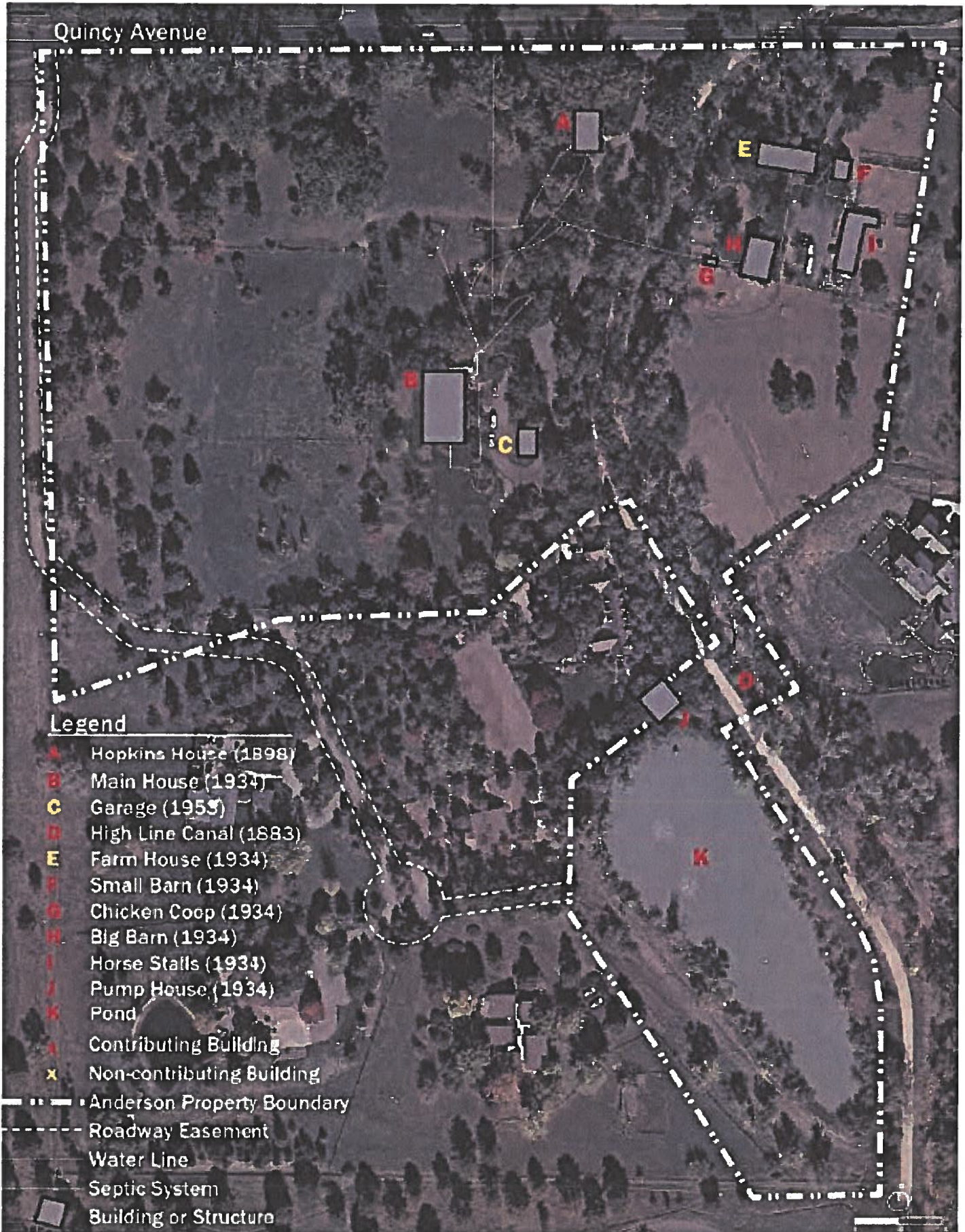
This is for information only; no recommendation.

ATTACHMENTS

Exhibit A: Map of Quincy Farm

Exhibit B: Main Residence Uses Accepted by Colorado Open Lands

Report of the Quincy Farm Visioning Committee
Cherry Hills Village



Main Residence Uses Accepted by Colorado Open Lands

The following questions were sent to Colorado Open Lands with a request to provide concurrence with these uses or provide further clarification. Colorado Open Lands accepted the following uses for the Main Residence:

Main Residence:

1. **Nature Center:** Previous documents have identified that the best use of the Main Residence would be to identify it as a nature center. Other options include a Caretakers residence or an interpretive center.

The following questions assume it will be a nature center.

2. **Hours of Operation:** Due to current limited staffing (volunteers, docents, or City staff) it is expected that the public visiting hours at the nature center will be restricted. Most likely the hours for public visitation would be weekends and or some weekday use. However, there does need to be some flexibility depending upon future programming, classes, etc.
3. **Limited Public Access:** Although there is no specific definition of "limited", we anticipate as stated above, that there would be limited public access to the nature center due to the fact oversight of the facility will be required. However, it is expected, that on occasion, there could be a maximization of the limited use. As an example, most programs or classes could be limited to 5-20 participants. For a rare special event, there could be additional attendees.
4. **Events/Exhibits/Celebrations:** Previous documents anticipated the nature center could host occasional special event openings for various nature, historical, or art exhibits inside the building and these events would be consistent with the conservation easement.
5. **Fundraising:** Fundraising meetings/events that would be dedicated to supporting the nature center, Quincy Farm, or other related preservation organizations (i.e.- Highline Canal Conservancy/Cherry Hills Land Preserve, or other local/regional organizations).
6. **Educational programs:** Previous documents stated that there could be school related programs or camps that would promote nature, preservation, and education within the Main Residence and on the site. Activities could include art, crafts, lectures, etc. Groups may include preschool, K-12, special needs, or even college and adult community classes. Other organizational groups could include 4H, Boy Scouts, Girl Scouts, or horse-riding groups. The nature center could be used as a meeting place for these organizations to receive information on conservation, history, or preservation of the natural environment and may include both indoor and outdoor activities. Examples of classes include:

- a. Bee-keeping
- b. Fly-tying
- c. Gardening
- d. Bird watching
- e. Farm living
- f. Cooking classes using garden-fresh materials
- g. Classes on Native people who historically lived in the CHV region
- h. Raising chickens
- i. Insects and how they help

These programs would likely require reservations and associated fees.

7. Art programs: It is anticipated that the nature center may be used for visual (painting, sculpture, photography), sonic (music), dramatic (plays and dances), tied to nature/historical values. In addition, there may be visiting exhibits or troupe performances in those same categories.
8. Library: The nature center could be used to house historical time periodicals and records of Quincy Farm at the site to allow visitors the ability to use the resources.
9. Use of Kitchen and Restrooms: The existing kitchen and restrooms in the nature center could be used for either indoor or outdoor events. Any use of the kitchen or restrooms would need to be reserved in advance with the City and have proper supervision.
10. Meetings: There is the potential to hold meetings at the nature center. Most meetings would be related to the goals of the conservation easement and would allow attendees to discuss the property and its historic and conservation goals and allow for attendees to enjoy the scenic treasures of the Farm. Meeting space could be reserved for the Quincy Farm Committee, Cherry Hills Land Preserve, High Line Canal Conservancy, and similar organizations. In addition, there could be private organizations looking for a personal business meeting room that would also have an ideal setting for attendees to learn about Quincy Farm and its scenic beauty, or to hold a nature-themed party.