

Minutes of the Utility Line Undergrounding Study Committee  
Of the City of Cherry Hills Village, Colorado  
Held on Thursday, January 22, 2015 at 9:00 a.m.  
At the Village Center

**CALL TO ORDER**

The meeting was called to order at 9:00 a.m.

**ROLL CALL**

Present at the meeting were the following Utility Line Undergrounding Study Committee Members: Paul Stewart.

Present at the meeting were the following City Council Advisors: Councilor Earl Hoellen.

Present at the meeting were the following staff members: Jay Goldie, Public Works Director; City Engineer, Troy Carmann; Kathie Guckenberger, Assistant City Attorney; and Emily Kropf, Special Projects Coordinator.

Absent were Mayor Pro Tem Alex Brown and Committee Members Andy Love, John Love, Dan Lynch, Susan Maguire, Russell Stewart, Jim Tarpey and David Wyman.

**AGENDA ITEMS**

*Streetscape Visuals/Wireless Facilities/Cost Chart*

Special Projects Coordinator Kropf presented the revised streetscape visuals and cost chart and a map of existing wireless facilities in the City.

Public Works Director Goldie asked if the Committee would want to see a photo of Quincy with overhead lines and without.

City Engineer Carmann replied that it could be done. He stated that a winter photo might not be as desirable.

Special Projects Coordinator Kropf said that the public input meeting is tentatively scheduled for May. She suggested having the photos at the meeting.

Councilor Hoellen added that a winter photo might be more impactful.

City Engineer Carmann agreed.

Committee Member Paul Stewart said that he has noticed several of the poles along the arterial roads are leaning at almost a 15-degree angle.

City Engineer Carmann stated that the wireless facilities map is based on FCC records. He added that the towers are important because they are likely connected by fiber. The antennas are less significant for the purposes of the Committee.

Councilor Hoellen asked what the difference is between a tower and an antenna.

City Engineer Carmann responded that a tower is a standalone structure where as an antenna is added to an existing structure.

Committee Member Paul Stewart asked if there is a height restriction.

Public Works Director Goldie replied that towers might be exempt per the FCC.

City Engineer Carmann stated that he could check with Community Development Director Zuccaro.

Councilor Hoellen asked if towers could only be used for cell coverage.

City Engineer Carmann said that towers could possibly be used for a new telecommunications system.

Councilor Hoellen asked what the status of the Xcel Quincy study is.

Public Works Director responded that it will hopefully be ready in February.

### Community Outreach

Special Projects Coordinator Kropf stated that Jan Wondra with the *Villager* is scheduled to attend the February 19<sup>th</sup> meeting in order to discuss the project with the Committee before writing an article about the results of the City's broadband RFI.

Committee Member Paul Stewart asked if staff would have enough time to compile the RFI responses.

Special Projects Coordinator Kropf replied that the timeline for the article is flexible. She also presented a draft article for the next issue of the *Village Crier* and asked for suggested edits.

Councilor Hoellen suggested adding that information from the Xcel Quincy study and RFI responses will be provided at a later date. He also recommended focusing on the arterial roads and state highways and removing the cost chart until there is a more accurate estimate.

Public Works Director Goldie said that it should be stated that residential streets and private property are not included in the proposed project.

Assistant City Attorney Guckenberger suggested adding conceptual to the map.

Special Projects Coordinator Kropf said that she would change the second chart to a street priority order with linear feet listed.

Councilor Hoellen stated that Council needs to discuss a priority listing for the City's projects. He added that there is an upcoming study session in which it can be addressed.

Special Projects Coordinator Kropf presented a calendar with public outreach events listed for the project.

Public Works Director Goldie asked what type of survey is to be used. He suggested sending a notice by mail to all homeowners and having a link to the survey on the City's website.

Special Projects Coordinator Kropf stated that she would have a draft survey prepared for the next Committee meeting.

Councilor Hoellen suggested looking at the revised cost estimate at the second meeting in February.

### **ADJOURNMENT**

The meeting was adjourned at 10:10 a.m.