



## CIP Advisory Committee

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*Minutes  
May 5, 2008*

### Meeting Summary

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The meeting was called to order at 6:15 p.m. The primary items on the agenda for this meeting are welcoming new committee members and reviewing two recently received CIP Citizen Project Requests.

### Roll Call

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Present: Bill Bates, Leo Miller, Sam Taylor, Jennifer Krieger, Robert Manzanares, Thomas Reid, and Kevin Skattum.

Others in attendance: Staff members present were Katie Allen, CIP Division Manager, and Eileen Albrecht, CIP Administrative Assistant.

### Minutes

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The March 3, 2008, meeting minutes were approved without change.

### Open Discussion

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The committee introduced themselves.

Katie Allen discussed the CIP Citizen Project Request procedure. Generally, a citizen can submit a request for anything. Whether it is a new trail, traffic signal, street light, anything, the procedure is the same. Requests are submitted to the CIP Division and then are disbursed to the appropriate committee. (i.e. a new trail request would go to the Open Space and Trails Advisory Committee for review.) Once approved (by one of the citizen committees) the project is entered into the CIP 5-Year Plan and waits for City Council to approve the budget to fund the project.

Sam Taylor then discussed the CASHH Grant program. If a neighborhood group has an idea for a small project, they can submit an application for funding. We will pay up to \$2,500 for supplies, if the neighborhood will supply the labor. There are limitations such as the project must benefit more than one resident; it must be approved by the HOA or other property owner, etc. Sam welcomed any ideas for advertising the program from the new members.

### Discussion of CASHH Grant Application

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Staff anticipated having a new application to review from the Front Range Mobile Home Community. However, the application has not been received from the neighborhood.

### Discussion and Approval/Disapproval of the CIP Citizen Project Requests

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Two CIP Citizen Project Requests have been received since the last meeting. Copies of the requests were mailed to the Committee members so they would have time to review the projects before the meeting.

#### **Crofton Park resident – Public Works Service Center landscape screen**

A resident of Crofton Park originally requested an eight-foot wooden fence to block the view of the Public Works Service Center on 124<sup>th</sup> Avenue from the backyards of the Crofton Park homes. The CIP Committee reviewed the request at the March 3, 2008, meeting and did not approve the project. They did state at that they may be more open to approving additional landscaping if the applicant would resubmit the request. The applicant said that this would be an acceptable alternative, and the request was resubmitted.

Committee members felt that since the houses were built long after the Service Center, the project was not a worthwhile use of funds. The committee discussed the project at length. The committee was against the vines along the fence as these can take years to mature and are unattractive in the cooler months. The vines could also destroy the purpose of the barbed wire fence. Since the Service Center was there prior to the subdivision, and there is a greenbelt area approximately 100 feet wide between the backyards and the

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western portion of the berm, the committee felt that this was enough of a separation. The committee did not feel that this was an appropriate use of funds. **The committee DISAPPROVED this project unanimously.**

#### **Sheridan Boulevard frontage road lighting request**

A resident who lives along the Sheridan Boulevard frontage road would like to have some additional street lights along the frontage road. Prior to the Sheridan Boulevard widening project, the residents had street lights in their front yards. Now that the frontage road exists, the street lights on Sheridan Boulevard are further away and do not provide the same amount of light that they were accustomed to.

Katie explained that during construction of the Sheridan Boulevard widening project, some of the residents asked about the lighting, but the lighting that had been used previously could not be reused. If approved, a new lighting design will have to be requested from Xcel Energy.

The committee asked for some additional information regarding the amount of light that the street lights on Sheridan Boulevard provide. They would like to know if the existing light is sufficient in comparison to other neighborhoods with street lights. Staff will gather light samples from other neighborhoods to use as a baseline. The information will be provided at the next meeting so the committee can determine whether or not to approve the project request. **The committee TABLED this project until further information can be gathered.**

#### **Other committee business**

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##### **Election of Officers**

The committee needs to elect officers for the next year. There are two positions, Chair and Vice-chair.

Leo nominated Sam Taylor for committee Chairperson.

Bill moved that Sam be re-elected by acclamation. The motion passed unanimously.

Leo nominated Bill Bates for committee Vice-Chairperson.

Sam seconded the motion. The motion passed unanimously.

##### **Schedule next meeting date**

The next meeting has been tentatively scheduled for June 2, 2008.

##### **Misc. committee business**

Bill offered to create a PowerPoint presentation covering the key points of the CIP Citizen Request and/or the CASHH Grant Program. The presentation can be shown in full at the Library. Staff mentioned that it would be useful to create a shorter version to put into rotation on Channel 8. Staff will send photos of CASHH projects to Bill and will work with him to get the presentations on Channel 8.

#### **Adjournment**

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The meeting was adjourned at 7:36 p.m.

#### **Approval**

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Minutes Prepared by Eileen Albrecht

Approved unanimously by Committee, 6/16/08.