

**CITY OF NORTHGLENN  
CITY COUNCIL MINUTES  
December 11, 2008**

**CALL TO ORDER**

Mayor Novak called a regular meeting of the Northglenn City Council to order on Thursday, December 11, 2008 at 7:00 p.m. in the City Hall Council Chambers, 11701 Community Center Drive, Northglenn.

**ROLL CALL**

Present were: Mayor Novak, Council members Baker, Monroe, Downing, Miller, Clyne, and Wieneke.

**ABSENT**

Council members Parsons and Paiz.

**STAFF PRESENT**

City Manager Simmons, City Attorney Hoffmann, and City Clerk Small.

**PLEDGE AND  
INVOCATION**

The Pledge of Allegiance was given followed by the Invocation, which was delivered by Police Chaplain Bret Truax.

Mayor Novak asked for a moment of silence in memory of Planning Commission member Fritz Glaess and Liquor Licensing Authority member George Reichert who recently passed away.

**RESPONSE TO  
CITIZEN INQUIRY:**

Bank Reconciliation

Mr. Jim Hayes, Acting Finance Director, provided information about the bank reconciliation project. Mr. Hayes stated that staff is expecting to complete the project by the end of the year, and also spoke about the reasons that may have caused the bank reconciliation differences.

City Manager Simmons stated that staff would continue to focus on the bank reconciliation project, and noted that he has also met with the City's auditor about the issue.

**AGENDA ADDITIONS  
AND DELETIONS:**

Mayor Novak announced the following deletion:

- 11. Consent Agenda: D. CR-179 – Liquor Licensing Authority Reappointment – George Reichert

**INTERVIEW:**

Amanda Wright

Amanda Wright came forward to be interviewed for a position on the Youth Commission. Amanda provided information about herself and answered questions from Council about her interest in serving on the Commission.

**PRESENTATIONS:**

**Property Valuations**

Mr. Gil Reyes, Adams County Assessor, presented information to Council on property valuations. Mr. Reyes spoke about property taxes, property appraisals, and the process for collecting data at the County. Mr. Reyes also spoke about foreclosures, distressed sales, and short sales, and provided information about the assessed values associated with the transactions.

Mr. John Schaul, Adams County Assessor's Office, spoke about validating property transactions and provided examples of recent real estate sales in Northglenn.

**PUBLIC INVITED  
TO BE HEARD**

Mayor Novak called for any person wishing to address City Council on any subject not set for public hearing to come forward.

Dr. Sean Reif, Ward I, spoke about planning for municipal expenditures and services that are provided to residents. Dr. Reif also spoke about citizens participating in municipal processes and thanked Council for their service.

Mr. Bob McCoy, Ward IV, spoke about the bank reconciliation project and stated that he looks forward to hearing more information about the issue from staff. Mr. McCoy also inquired about appointments to the Northglenn Urban Renewal Authority (NURA), and expressed concern that appointments have not been made to fill vacancies on the board.

Mayor Novak spoke about the interview and appointment process for NURA and stated that the process is ongoing.

**FINANCIAL REPORT**

**October 2008 Monthly  
Financial Statement**

Mr. Jim Hayes, Acting Finance Director, provided a financial update for the period ending October 31, 2008. Mr. Hayes spoke about revenue and expenditures for the General Fund, Water and Wastewater Fund, Stormwater Fund, and Sanitation Fund. Mr. Hayes also reported on cash reserves and the City's investment portfolio.

There were questions from Council about the figures for charges for services.

**CONSENT AGENDA  
MOTION TO PASS**

Mayor Novak **MOVED** and it was **SECONDED** by Council member Monroe to approve the consent agenda.

**MOTION PASSED**

There was no discussion and the motion **PASSED**.

IN FAVOR - Novak, Baker, Monroe, Downing, Miller, Clyne,  
Wieneke.

OPPOSED - No one.

ABSENT - Parsons, Paiz.

The following items were approved on the consent agenda:

- Minutes of the November 13, 2008 Regular Meeting
- CR-177 – Liquor Licensing Authority Reappt – Ray DeWeese
- CR-178 – Liquor Licensing Authority Reappt – Maxine Foster
- CR-180 – Youth Commission Appointment – Paul Newman

**PUBLIC HEARINGS:**

Mill Levy

Mayor Novak opened the public hearing and invited anyone wishing to speak either “for” or “against” the Mill Levy to come forward. No one came forward and the public hearing was declared closed.

**ORDINANCES:**

**First Reading**

CB-1677 – Special  
Private Occasion Permit  
Security Requirements

City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Downing to approve CB-1677 on first reading.

**MOTION PASSED**

There was discussion and the motion **PASSED**.

IN FAVOR - Novak, Baker, Monroe, Downing, Miller, Clyne,  
Wieneke.

OPPOSED - No one.

ABSENT - Parsons, Paiz.

Note:

City Clerk Small stated for the record that the public hearing on CB-1677 would be held on January 8, 2009 in City Hall Council Chambers.

**RESOLUTIONS:**

CR-171 – 2009  
Traffic Signal  
Maintenance Contract

City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Downing to approve CR-171.

**MOTION PASSED**

There was no discussion and the motion **PASSED**.

IN FAVOR - Novak, Baker, Monroe, Downing, Miller, Clyne,  
Wieneke.

OPPOSED - No one.

ABSENT - Parsons, Paiz.

CR-173 – 2009  
Animal Shelter Contract

City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Downing to approve CR-173.

**MOTION PASSED**

There was no discussion and the motion **PASSED**.  
IN FAVOR - Novak, Baker, Monroe, Downing, Miller, Clyne, Wieneke.  
OPPOSED - No one.  
ABSENT - Parsons, Paiz.

CR-174 – Adoption  
of 2009 Budget

City Clerk Small read the title.

**MOTION TO PASS**

Council member Downing **MOVED** and it was **SECONDED** by Council member Monroe to approve CR-174.

**MOTION TO AMEND**

Council member Wieneke **MOVED** and it was **SECONDED** by Council member Miller to amend CR-174 by deleting the approximately \$2.5 million transfer from the Water Bonded Debt Service Fund to the Water Operating Fund.

**MOTION PASSED**

There was discussion and the motion to amend **PASSED**.  
IN FAVOR - Novak, Baker, Miller, Wieneke.  
OPPOSED - Monroe, Downing, Clyne.  
ABSENT - Parsons, Paiz.

**MOTION PASSED**

There was discussion and the main motion as amended **PASSED**.  
IN FAVOR - Novak, Baker, Monroe, Downing, Wieneke.  
OPPOSED - Miller, Clyne.  
ABSENT - Parsons, Paiz.

CR-175 – Mill Levy

City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Downing to approve CR-175.

**MOTION PASSED**

There was no discussion and the motion **PASSED**.  
IN FAVOR - Novak, Baker, Monroe, Downing, Miller, Clyne, Wieneke.  
OPPOSED - No one.  
ABSENT - Parsons, Paiz.

CR-176 – Repealing  
Res. 06-47 – Emergency  
Loan Program & Fund

City Clerk Small read the title.

**MOTION TO PASS**

Council member Downing **MOVED** and it was **SECONDED** by Council member Monroe to approve CR-176.

**MOTION PASSED**

There was no discussion and the motion **PASSED**.  
IN FAVOR - Novak, Baker, Monroe, Downing, Miller, Clyne, Wieneke.  
OPPOSED - No one.  
ABSENT - Parsons, Paiz.

CR-181 – City Clerk  
Employment Agreement

City Clerk Small read the title.

**MOTION TO PASS**

Council member Downing **MOVED** and it was **SECONDED** by Council member Monroe to approve CR-181.

**MOTION PASSED**

There was no discussion and the motion **PASSED**.  
IN FAVOR - Novak, Baker, Monroe, Downing, Clyne, Wieneke.  
OPPOSED - Miller.  
ABSENT - Parsons, Paiz.

CR-182 – Recreation  
Center Alarm System  
Upgrade – Change  
Order No. 1

City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Downing to approve CR-182.

**MOTION PASSED**

There was no discussion and the motion **PASSED**.  
IN FAVOR - Novak, Baker, Monroe, Downing, Miller, Clyne, Wieneke.  
OPPOSED - No one.  
ABSENT - Parsons, Paiz.

**DISCUSSION ITEMS:**

Y-Mart Access

Council member Miller reported that he had spoken with City Manager Simmons about the Y-Mart access issue, and stated that no further discussion was needed at this time.

**COMMUNICATIONS**

COUNCIL

Council member Downing reported on the Northglenn Build A Generation (NBAG) Rudolph's Reading Raffle that was held at the Noel Northglenn event. Council member Downing also reported on the annual Christmas event at the Stonehocker Farmhouse and reminded everyone about the fire truck lighting contest. Council member Downing reported that the Northglenn Senior Organization (NSO) would be having a Christmas luncheon on December 19,

2008, and also reported that she had attended a reception to honor Mayor Novak for her installation as President of the National League of Cities (NLC).

Council member Monroe invited everyone to attend the Elected Officials Appreciation Breakfast next Wednesday at 7:30 a.m. at the School District. Council member Monroe also congratulated Mayor Novak on her appointment as President of NLC.

Council member Baker wished everyone a Merry Christmas.

**STAFF**

City Manager Simmons asked Council to consider meeting for a study session on December 18, 2008 to discuss post retirement benefits and the water and sewer line insurance program. It was the consensus of Council to postpone the study session to January 15, 2009. City Manager Simmons also noted that interviews for the Finance Director position would be held tomorrow and provided information about the recruitment for the Public Works and Utilities Director.

**PUBLIC INVITED  
TO BE HEARD**

Mayor Novak invited any member of the public wishing to speak on any subject to come forward. No one came forward.

Executive Session  
**MOTION TO PASS**

Council member Downing **MOVED** and it was **SECONDED** by Council member Monroe to adjourn to Executive Session for legal and contractual matters.

**MOTION PASSED**

There was no discussion and the motion **PASSED**.  
IN FAVOR - Novak, Baker, Monroe, Downing, Miller, Clyne,  
Wieneke.  
OPPOSED - No one.  
ABSENT - Parsons, Paiz.

**ADJOURNMENT**

The City Council meeting adjourned at 8:39 p.m. to the Executive Session.

---

JOHANNA SMALL, CMC  
City Clerk

---

KATHLEEN M. NOVAK  
Mayor