

**CITY OF NORTHGLENN  
CITY COUNCIL MINUTES  
June 26, 2008**

**CALL TO ORDER** Mayor Novak called a regular meeting of the Northglenn City Council to order on Thursday, June 26, 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, Parsons, Monroe, Miller, Clyne and Wieneke.

**ABSENT** Council members Paiz and Downing.

**STAFF PRESENT** Acting City Manager Allen, City Attorney Hoffmann, Acting City Clerk Small.

**PLEDGE AND INVOCATION** The Pledge of Allegiance was given followed by the Invocation, which was delivered by Mayor Novak.

**AGENDA ADDITIONS AND DELETIONS:** There were no additions or deletions to the agenda.

**INTERVIEW:**  
John Clancy – Liquor Licensing Authority  
Mr. Raymond DeWeese, Liquor Licensing Authority member, introduced Mr. John Clancy. Mr. DeWeese reported that Mr. Clancy had been interviewed by the Liquor Licensing Authority at their last meeting, and stated that the Authority recommended Mr. Clancy's appointment.

Mr. Clancy answered questions from Council about his interest in serving on the Liquor Licensing Authority, his involvement in the community, and his ability to attend the Authority's meetings.

**PRESENTATIONS:**  
June Neighborhood Beautification Awards  
Ms. Jenni Murphy, Community Outreach Coordinator, provided information about the beautification program and the awards that are given to residents for the following categories: yard of the month, water wise yard of the month, long-term home beautiful, and most improved yard. A visual presentation of the yards and homes was given, and Council joined Ms. Murphy to congratulate the residents.

Those receiving awards for the month of June were: Delores Lake, Larry and Annette Stone, Betty and Don Anderson, Steve and Susan Cumpton, Vic and Virginia Fontaine, Larry and Jodi Ginther, Juli Boehmer and Gloria Hecht, Elizabeth Mehlhorn, Mark and Jodi

Newby, Dave and Jonnetta Noble, and Pat and Jean O'Connell.

2007 Audit/CAFR

Ms. Wendy Swanhorst, Swanhorst & Company, LLC, provided information about the 2007 Comprehensive Annual Financial Report. Ms. Swanhorst spoke about the management letter issued by the auditing firm, and also reviewed recommendations for the City concerning post employment benefits, bank reconciliation, and the absence of an audit committee.

Approval for Placement  
of Public Art

Mr. Mel Walker, Northglenn Arts and Humanities Foundation President, provided a presentation to Council and requested approval of the permanent placement of the People's Choice sculpture entitled *Imagine That* and one additional sculpture entitled *Open Space* that was purchased by the Foundation. Mr. Walker provided the Foundation's recommendations for the placement of the art and also spoke about the current placement of sculptures throughout the City.

**MOTION TO PASS**

Council member Clyne **MOVED** and it was **SECONDED** by Council member Miller to approve the placement of the *Open Space* sculpture at the Northwest Open Space and the *Imagine That* sculpture at Wyco Park as recommended by the Northglenn Arts and Humanities Foundation.

**MOTION PASSED**

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

**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.

Mr. Bob McCoy, Ward IV, spoke about the new timeframe for posting the Council agenda on the website, and stated that he would prefer that a preliminary agenda be posted for the public a week prior to the Council meetings. Mr. McCoy also spoke about CR-92 (Lawn Irrigation Return Flow Study), and asked Council not to underestimate the importance of the issue.

**CONSENT AGENDA  
MOTION TO PASS**

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

**MOTION PASSED**

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

OPPOSED - No one.  
ABSENT - Paiz, Downing.

The following item was approved on the consent agenda:

- Minutes of the June 12, 2008 Regular Meeting

**RESOLUTIONS:**

CR-91 – Financial  
Management System  
Contract

Acting City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Parsons to approve CR-91.

**MOTION TO AMEND**

Council member Wieneke **MOVED** and it was **SECONDED** by Council member Clyne to amend CR-91 by the addition of a new Section 2. to read: “The City Manager shall notify the City Council in writing of any additional expenses paid to Springbrook as a result of the implementation of the software in excess of the contract amount of \$220,225, as more particularly described in Attachment A to the License Agreement.”

**MOTION PASSED**

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

**MOTION PASSED**

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

CR-92 – Lawn Irrigation  
Return Flow Study

Acting City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Parsons to approve CR-92.

**MOTION PASSED**

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

CR-94 – 2007  
Audit Acceptance

Acting City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Parsons to approve CR-94.

**MOTION PASSED**

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

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

OPPOSED - No one.

ABSENT - Paiz, Downing.

CR-97 – Central Park  
& Sperry Park  
Drainage Improvements

Acting City Clerk Small read the title.

**MOTION TO PASS**

Council member Parsons **MOVED** and it was **SECONDED** by Council member Monroe to approve CR-97.

**MOTION PASSED**

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

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

OPPOSED - No one.

ABSENT - Paiz, Downing.

CR-98 – 2008 Street  
Improvements Project  
Change Order No. 1

Acting City Clerk Small read the title.

**MOTION TO PASS**

Council member Parsons **MOVED** and it was **SECONDED** by Council member Miller to approve CR-98.

**MOTION PASSED**

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

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

OPPOSED - No one.

ABSENT - Paiz, Downing.

CR-99 – Recreation  
Center Improvements

Acting City Clerk Small read the title.

**MOTION TO PASS**

Council member Parsons **MOVED** and it was **SECONDED** by Council member Monroe to approve CR-99.

Mr. Keith Brown, Division Chief of Fire Prevention for the North Metro Fire Rescue District, stated that any delay in performing the improvements to the recreation building would need to be addressed with Fire Chief O'Hayre. Division Chief Brown answered questions about the ceiling tiles in the gymnasium and issues regarding the electrical room.

**MOTION PASSED**

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

CR-100 – Tennis  
Court Improvements

Acting City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Parsons to approve CR-100.

**MOTION PASSED**

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

CR-101 – City Council  
Action Agenda, Code  
of Conduct & Protocol

Acting City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Parsons to approve CR-101.

**MOTION TO AMEND**

Mayor Novak **MOVED** and it was **SECONDED** by Council member Miller to amend CR-101 by the deletion of Exhibit C (Protocol).

**MOTION PASSED**

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

**MOTION PASSED**

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

**RECESS**

The meeting recessed at 8:33 p.m.

**RECONVENE**

The meeting reconvened at 8:42 p.m.

**COMMUNICATIONS**  
**COUNCIL**

Mayor Novak reported that she had attended the Colorado Municipal League (CML) conference in Steamboat Springs last week. Mayor Novak spoke about a presentation she attended regarding finance and

sales tax for local governments and reported that she would distribute information from the conference to Council.

Council member Baker reported that he and Council member Clyne would be hosting a Ward III meeting on July 11, 2008 from 6:30 p.m. to 8:00 p.m. in the Senior Center. Council member Baker stated that each resident in Ward III would be notified of the meeting by postcard and invited everyone to attend the meeting.

## STAFF

Acting City Manager Allen provided information about a memorandum that was distributed regarding a discrepancy in the Stormwater Fund and the action that would be taken to correct the issue. Acting City Manager Allen reported that a study session would be held on July 10, 2008 at 6:00 p.m. to discuss the 104<sup>th</sup> Avenue Bridge and aesthetic treatments for the project.

Mayor Novak requested that Council receive information about the Colorado Department of Transportation's (CDOT) construction schedule and plans so that residents can be notified of the bridge project.

Acting City Manager Allen reported that he had sent information to Council on the Bull Reservoir project. He also reported that the City had received two proposals on the utility line insurance program and stated that a recommendation would be made to Council on the program within the next several weeks.

City Attorney Hoffmann reported that August 28, 2008 is the last regular meeting at which Council could approve a resolution to adopt ballot questions for the November 4, 2008 election, and stated that the Charter Review Committee is planning to present their recommendations to Council at the July 10, 2008 meeting.

## **DISCUSSION ITEMS**

### Skate Park Funding/Project

Acting City Manager Allen stated that information regarding the skate park project and funding had previously been sent to Council and asked if there were any questions from Council about the information provided.

### Mountain States Employers Council/ City Manager Search Process

Mayor Novak spoke about the recruitment process for the city manager position. She stated that Council has chosen to utilize the services of Mountain States Employers Council (MSEC) and stated that they would like to clarify the scope of work and their expectations for the recruitment process with MSEC.

City Attorney Hoffmann provided information on the contract currently being negotiated with MSEC and the assurances he has received from the organization.

Mr. Eric Marburger, MSEC spoke about the level of involvement and the services he could provide for the recruitment process.

There were questions from Council about the organization's review and assessment of resumes and the desire to have a matrix prepared for the recruitment. There was discussion about the recruitment process, the number of applications that would be brought to Council for review, and the approach that would best suit Council.

It was stated that the job advertisement had been sent to the International City Managers Association (ICMA) and the Colorado Municipal League (CML) for publication with a deadline of August 8, 2008 for applications.

**MSEC Contract  
MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Parsons to authorize a contract to utilize Mountain States Employers Council for consulting services in an amount not to exceed \$6,000.

**MOTION PASSED**

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

**PUBLIC INVITED  
TO BE HEARD**

Mayor Novak invited any member of the public wishing to speak on any subject to come forward.

Mr. Bob McCoy spoke about the lawn irrigation return flow study and issues relating to the water project in the 1980's. Mr. McCoy spoke about the importance of the study in relation to the process of redesignating the City's water rights and obtaining credit for lawn irrigation return flows. Mr. McCoy also spoke about the cost of acquiring water shares and asked Council to carefully monitor this issue.

**Employee Recognition**

Mayor Novak reported that tonight would be Steve Zoet's last City Council meeting due to his recent acceptance of a position with the City of Beverly Hills, California. Mayor Novak and Council thanked Mr. Zoet for his years of service as the Parks, Recreation and Cultural Services Director and wished him well in his new position.

