

**CITY OF NORTHGLENN  
CITY COUNCIL MINUTES  
November 18, 2010**

**CALL TO ORDER**

Mayor Downing called a special meeting of the Northglenn City Council to order on Thursday, November 18, 2010 at 6:00 p.m. in the City Hall Council Chambers, 11701 Community Center Drive, Northglenn.

**ROLL CALL**

Present were: Mayor Downing, Council members Snetzinger, Paiz, Brown, Baker, Clyne, Carrico, Dodge, and Wieneke.

**ABSENT**

No one.

**STAFF PRESENT**

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

**PLEDGE OF  
ALLEGIANCE**

The Pledge of Allegiance was given.

**PUBLIC INVITED  
TO BE HEARD**

Mayor Downing called for any person wishing to address City Council on matters of community interest related to City business not set for public hearing to come forward.

Dr. Sean Reif, Ward I, spoke about civic duties, local government, and the actions of elected officials.

**PUBLIC HEARINGS:**  
2011 Budget

Mayor Downing called for any person wishing to speak either “for” or “against” the 2011 Proposed Budget to come forward.

Dr. Sean Reif, Ward I, spoke about the 2011 Proposed Budget. Dr. Reif addressed the sale of assets, personnel expenditures, revenue, costs for professional and property services and operating supplies, and total expenditures. Dr. Reif also spoke about the different funds, capital outlay, citywide revenue, and expressed concern about the use of reserves in the proposed budget.

City Manager Simmons spoke about the 2011 Proposed Budget. City Manager Simmons provided information about efforts to reduce expenditures while minimizing impacts on services, tax revenue that will be used for street reconstruction and capital improvements, and the total revenue anticipated for 2011. City Manager Simmons spoke about capital projects and the use of fund balance, personnel expenditures, and the City’s Pay Plan.

Mayor Downing called for any other person wishing to address the 2011 Proposed Budget. No one came forward and the public hearing was declared closed.

**RESOLUTIONS:**

CR-154 – VALE  
Grant Acceptance –  
Forensic Products

City Clerk Small read the title.

**MOTION TO PASS**

Mayor Downing **MOVED** and it was **SECONDED** by Council member Carrico to approve CR-154.

**MOTION PASSED**

There was no discussion and the motion **PASSED**.  
IN FAVOR - Downing, Snetzinger, Paiz, Brown, Baker, Clyne,  
Carrico, Dodge, Wieneke.  
OPPOSED - No one.  
ABSENT - No one.

CR-156 – COPS  
Grant Acceptance

City Clerk Small read the title.

**MOTION TO PASS**

Mayor Downing **MOVED** and it was **SECONDED** by Council member Carrico to approve CR-156.

Note:

It was stated that the City’s obligation extends one year beyond the grant period.

**MOTION PASSED**

There was discussion and the motion **PASSED**.  
IN FAVOR - Downing, Snetzinger, Paiz, Brown, Clyne, Carrico,  
Dodge, Wieneke.  
OPPOSED - Baker.  
ABSENT - No one.

**DISCUSSION ITEMS:**

Wastewater Utility Plan

Mr. David Willett, Public Works and Utilities Director, spoke about the Wastewater Utility Plan Executive Summary. Mr. Willett provided information about priority projects, the Northern Service Area, and population projections for the area.

Mr. Matt Goff, HDR Engineering, Inc., provided information about the Wastewater Utility Plan. He spoke about why a utility plan is required for the City, who reviews and approves the plan, and what the plan accomplishes. Mr. Goff spoke about the current wastewater treatment system, how the capital improvements were identified and prioritized, and the recommendations of the Utility Plan.

There was discussion about the study area population estimates, the

cost of the capital improvements identified, and how the Utility Plan corresponds with the information provided by the Red Oaks Study.

Mr. Goff spoke about potential funding sources for capital improvements. There was discussion about the requirement of operating a Wastewater Fund as an enterprise fund to qualify for certain loans and establishing the City's need for funding.

Mr. Willett reviewed the next steps for the Utility Plan. There was discussion about the cost estimates used in the Plan, the capacity rating evaluation summary, the utilization of lagoons, projected growth in the service area, and the possibility of identifying capital improvements needed to maintain adequate service for the 208 Service Area according to the current intergovernmental agreement (IGA) for the area.

Council requested to receive information, prior to the Utility Plan being submitted to other entities, regarding the capital improvements needed if the current IGA is not modified.

#### Md7 Cell Tower Lease

Mr. Shawn Cordsen, Finance Director, provided information about an offer received from Md7 regarding the lease agreement for the cell tower in Wyco Park. Mr. Cordsen reviewed the options contained in the lease proposal and the financial impact of each. Mr. Cordsen stated that the Finance Committee had reviewed the proposal and had recommended denying the offer.

There was discussion and it was the consensus of Council that unless subsequent offers differ substantially, City staff may reject the offers without bringing the proposals to Council for consideration.

#### Council Travel Policy

Council member Wieneke reviewed the proposed changes to the Council Travel Policy. There was discussion about increasing the mile radius regarding reimbursement in Section E of the document from 35 to 50 miles. It was the consensus of Council to consider adoption of the revised Council Travel Policy at the next regular City Council meeting.

#### Comprehensive Financial Policies

Council member Clyne reviewed the proposed changes to the Comprehensive Financial Policies. There was discussion about the inclusion of policies to develop capital asset replacement and maintenance schedules, the definition of capital outlay, debt management policies, the timing of policy review, and reserve policies. It was the consensus of Council to schedule the revised Comprehensive Financial Policies for adoption at the next regular City Council meeting.

Modification to Resolution  
08-156, Wage and Hiring  
Freeze

City Manager Simmons stated he would like to initiate discussion about Resolution No. 08-156 regarding the wage and hiring freeze. City Manager Simmons spoke about criteria for modifying the resolution, which included anticipated revenues, cost saving measures, the economy, and the communication of financial information to Council. City Manager Simmons spoke about an exit strategy and options regarding the resolution, and asked for direction from Council.

There was discussion about modifying the resolution to allow the Manager to refill existing positions. There was also discussion regarding new and reclassified positions, filling positions related to promotions, and the cost of a 1% or 2% wage increase.

Mr. Shawn Cordsen provided information about the cost of salary stipends versus the cost of a wage increase. It was the consensus of Council to consider a resolution amending Resolution 08-156 regarding the filling of existing vacancies at the next regular Council meeting.

2011 Budget –  
Council Comments

Council member Wieneke suggested removing the Pay Plan document from the proposed budget and spoke about establishing the salary ranges for classified employees by separate resolution, which is required by ordinance.

Mr. Shawn Cordsen spoke about the information that would be included in the budget document. There was discussion and it was the consensus of Council to consider the proposed 2011 Budget without the Pay Plan attached.

Executive Session  
**MOTION TO PASS**

Mayor Downing **MOVED** and it was **SECONDED** by Council member Carrico to adjourn to Executive Session (1) pursuant to Section 4.5(g) of the City of Northglenn Home Rule Charter regarding contract negotiations with the City of Thornton; and (2) to discuss personnel matters pursuant to Section 4.5(a) of the City of Northglenn Home Rule Charter regarding City Council employee evaluations.

**MOTION PASSED**

There was no discussion and the motion **PASSED**.  
IN FAVOR - Downing, Snetzinger, Paiz, Brown, Baker, Clyne,  
Carrico, Dodge, Wieneke.  
OPPOSED - No one.

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ABSENT - No one.

**ADJOURNMENT**

The City Council meeting adjourned to the Executive Session at 8:15 p.m.

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JOHANNA SMALL, CMC  
City Clerk

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JOYCE DOWNING  
Mayor