

**CITY OF NORTHGLENN
CITY COUNCIL MINUTES
September 23, 2010**

CALL TO ORDER

Mayor Downing called a regular meeting of the Northglenn City Council to order on Thursday, September 23, 2010 at 7:00 p.m. in the City Hall Council Chambers, 11701 Community Center Drive, Northglenn.

ROLL CALL

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

ABSENT

Council members Snetzinger and Paiz.

STAFF PRESENT

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

**PLEDGE OF
ALLEGIANCE**

The Pledge of Allegiance was given.

**AGENDA ADDITIONS
AND DELETIONS:**

Mayor Downing noted that the minutes of the September 9, 2010 regular meeting on the Consent Agenda had been revised to clarify discussion on CB-1727 – Supplemental Appropriation Justice Assistance Grant.

PRESENTATIONS:

RTD Update

Mr. Jim Hayes, Planning and Development Director, provided an update on the Regional Transportation District's (RTD) FasTracks project. Mr. Hayes spoke about the ridership analysis, parking issues, station designs, and the project timeline. Mr. Hayes also provided information on funding and the cost sharing methodology for the project.

Mr. Hayes provided an update on Transportation Improvement Project (TIP) funding related to RTD. Mr. Hayes reported that applications for the station area planning project and the west Call-n-Ride program would not be submitted for funding due to the probability of being approved for funding. There was brief discussion about the Call-n-Ride program.

SafeBuilt Update

Mr. Jim Hayes introduced Mr. Barry Kramer and Mr. Eric Pendley from SafeBuilt Colorado, Inc.

Mr. Pendley, Designated Chief Building Official for Northglenn, provided an annual update on the Building Division. Mr. Pendley reviewed the performance measure report provided to Council and spoke about permit activity, inspections, plan reviews, and

operational improvements made within the Building Division.

**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, which are not set for public hearing to come forward.

Dr. Sean Reif, Ward I, spoke about the economy, sales tax rates, the City's budget, and prudent budgeting. Dr. Reif spoke about the proposed sales tax extension and stated he feels the City should be reducing expenditures.

Mr. Jason Maxey, United Power, spoke about the annual process of allocating the company's capital credits back to its members based on electrical usage, and presented the City with a check in the amount of \$11,800.34 for its capital credits.

**CONSENT AGENDA
MOTION TO PASS**

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

MOTION PASSED

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

IN FAVOR - Downing, Brown, Baker, Clyne, Carrico, Dodge, Wieneke.

OPPOSED - No one.

ABSENT - Snetzinger, Paiz.

The following items were approved on the consent agenda:

- Minutes of the September 9, 2010 Regular Meeting
- CR-127 – Youth Commission Reappointment – Kyler McClelland
- CR-128 – Youth Commission Reappointment – Ciara Neill

PUBLIC HEARINGS:

CB-1728 – Citizens'

Affairs Board

Membership & Functions

City Clerk Small read the title.

Mayor Downing invited anyone wishing to speak either "for" or "against" CB-1728 to come forward.

Dr. Sean Reif, Ward I, spoke about the Citizens' Affairs Board and the Board's functions. Dr. Reif spoke about citizens' rights and stated he feels the Board's functions promote the respect of such rights.

Mayor Downing called for any other person wishing to speak either "for" or "against" CB-1728 to come forward. No one came forward and the public hearing was declared closed.

ORDINANCES:

Second Reading

CB-1728 – Citizens’
Affairs Board
Membership & Functions

MOTION TO PASS Mayor Downing **MOVED** and it was **SECONDED** by Council member Clyne to approve CB-1728 on second reading.

MOTION TO AMEND Council member Wieneke **MOVED** and it was **SECONDED** by Council member Clyne to amend CB-1728 by the addition of language in Section 2-12-2(e) defining entities created by the City.

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

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

RESOLUTIONS:

CR-126 – Ballfield
Improvement Project

City Clerk Small read the title.

MOTION TO PASS Mayor Downing **MOVED** and it was **SECONDED** by Council member Carrico to approve CR-126.

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

CR-129 – Skate Park
Contract

City Clerk Small read the title.

MOTION TO PASS Mayor Downing **MOVED** and it was **SECONDED** by Council member Brown to approve CR-129.

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

ABSENT - Snetzinger, Paiz.

CR-130 – Asset
Management Software
Procurement

City Clerk Small read the title.

MOTION TO PASS

Mayor Downing **MOVED** and it was **SECONDED** by Council member Carrico to approve CR-130.

MOTION PASSED

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

CR-131 – Letter of
Support for NATA/
TMO Application

City Clerk Small read the title.

MOTION TO PASS

Mayor Downing **MOVED** and it was **SECONDED** by Council member Carrico to approve CR-131.

MOTION PASSED

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

Action Item: Authorization
to Solicit Quotes for Gas
Chromatograph

Mr. David Willett, Public Works and Utilities Director, stated that the City's current gas chromatograph is antiquated and spoke about the need to acquire a new gas chromatograph instrument to measure organic compounds and comply with federal guidelines.

Ms. Tammy Moon-Carlson, Lead Laboratory Analyst, provided information about training on the use of the gas chromatograph and answered questions from Council about the compounds that are identified and the useful life of the instrument.

Mr. Ray Reling, Chief Plant Operator, answered a question from Council about acquiring grant funding for the purchase of the gas chromatograph, and provided information about laboratory revenue.

MOTION TO PASS

Mayor Downing **MOVED** and it was **SECONDED** by Council member Carrico to authorize the solicitation of quotes for a gas chromatograph.

MOTION PASSED

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

IN FAVOR - Downing, Brown, Baker, Clyne, Carrico, Dodge, Wieneke.

OPPOSED - No one.

ABSENT - Snetzinger, Paiz.

Action Item: Authorization
to Submit Wastewater
Utility Plan to DRCOG
and NFRWQPA

Mr. David Willett spoke about the need to submit the City's Wastewater Treatment Plant Utility Plan to the Colorado Department of Public Health and Environment (CDPHE), the Denver Regional Council of Governments (DRCOG), and the North Front Range Water Quality Planning Association (NFRWQPA) to obtain local approval of the Plan. Mr. Willett asked for authorization to submit the Plan to the organizations.

There was discussion about the City's commitment by submitting the Plan to the organizations and the time frame for doing so. No action was taken and it was the consensus of Council to schedule this item for further discussion at a future study session.

DISCUSSION ITEMS:

Right-of-Way Standards
and Specifications

Mr. David Willett stated that staff has prepared a new, comprehensive Right-of-Way Standards and Specifications document to replace three antiquated standards documents. Mr. Willett stated he would like to bring the new Standards and Specifications to Council for adoption.

There was no discussion and it was the consensus of Council to move forward with the adoption of the Right-of-Way Standards and Specifications.

Draft Ordinance –
Implementation of ½%
Sales Tax

City Manager Simmons provided information about the draft ordinance regarding the implementation of the extension of the one-half percent sales and use tax for capital improvements.

City Attorney Hoffmann spoke about the draft ordinance and establishing guidelines or definitions for the useful life and minimum cost of construction of capital improvements. City Attorney Hoffmann also stated that the ordinance references the capital improvements program authorized by the City Charter.

There was discussion about the definition of public infrastructure, capital improvement projects, and the level of detail within the

ordinance. There was also discussion about the useful life of capital improvements, utilizing the Finance Committee's definition of a capital improvement, and the limitations of the use of the tax.

Mr. Shawn Cordsen, Finance Director, provided information about the use of a Capital Improvement Fund, the revenue line item that would be used for the one-half percent sales tax, and the budgeting and accounting of the Capital Improvements Program.

There was discussion about Section 5-17-5(c) of the ordinance. City Attorney Hoffmann spoke about the intent of the language and the restrictions contained within the balance of the ordinance. There was discussion about inserting a minimum estimated cost of construction for capital improvements. City Attorney Hoffmann stated he would revise the draft ordinance based on Council's discussion.

COMMUNICATIONS:

Council

Council member Carrico reported that she and Council member Brown would be holding a Ward II meeting on Monday, September 27, 2010, at 6:30 p.m. at the Maintenance and Operations (M&O) facility. Council member Carrico also reported that magazines are being collected to be sent to the troops overseas, and noted that polycarts will be available in City Hall for magazine donations until September 29th.

Council member Clyne reported that she had attended the Ragtime concert at the Stonehocker Farmhouse last Saturday and noted it was a very nice event.

Staff

City Clerk Small reported that a representative from the Clerk's office had been appointed to the Adams County Testing Board for the November 2nd Election and would be participating in the logic and accuracy testing this week at the County.

City Manager Simmons reported that the lease payoff had been made on the sanitation trucks and noted that the payoff may necessitate a budget appropriation at the end of the year. City Manager Simmons also reviewed agenda items for the October 7, 2010 study session, which included Draft Ordinance – Implementation of the ½ % Sales Tax and the Proposed 2011 Budget.

**PUBLIC INVITED
TO BE HEARD**

Mayor Downing invited any member of the public wishing to speak on items previously addressed by Council to come forward.

Dr. Sean Reif spoke about public comment, working together for the well-being of the community, elected officials, community needs, and public participation.

Executive Session

MOTION TO PASS

Mayor Downing **MOVED** and it was **SECONDED** by Council member Clyne to adjourn to executive session 1) pursuant to Section 4.5 (g) for negotiations concerning the purchase, sale, lease or other acquisition of real or personal property, or interests therein, or concerning any contracts except those required to be the subject of competitive bidding; and 2) regarding claims against the City whether in litigation or otherwise pursuant to Section 4.5(c) and Litigation pursuant to Section 4.5(e) of the City of Northglenn Home Rule Charter.

MOTION PASSED

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

IN FAVOR - Downing, Brown, Baker, Clyne, Carrico, Dodge, Wieneke.

OPPOSED - No one.

ABSENT - Snetzinger, Paiz.

ADJOURNMENT

The City Council meeting adjourned at 9:12 p.m. to the executive session.

JOHANNA SMALL, CMC
City Clerk

JOYCE DOWNING
Mayor