

**CITY OF NORTHGLENN  
CITY COUNCIL MINUTES  
February 24, 2005**

**CALL TO ORDER**

Mayor Novak called a regular meeting of the Northglenn City Council to order on Thursday, February 24, 2005 at 7:00 p.m. in the City Hall Council Chambers, 11701 Community Center Drive, Northglenn.

**ROLL CALL**

Present were Mayor Novak, Council members Martin, Garner, Goodspeed, Carlow, Tichy, Lindsey, Paiz, Gillespie.

**ABSENT**

No one.

**STAFF PRESENT**

City Manager Nelson, City Attorney Phillips, City Clerk Lentz.

**PLEDGE AND  
INVOCATION**

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

**PUBLIC INVITED  
TO BE HEARD**

Mr. Don Anema, Parks and Recreation Advisory Board President, reported on the legislative sessions he attended in Washington D.C. for the NRPA. He stated they visited the congressional districts and discussed the need for funding for TEA21, restoring funding for the land water conservation trust fund, and any health and fitness bills that come before Congress. Mr. Anema reported that he was appointed to the Advocacy and Communications Committee and stated it was a very worthwhile experience.

Dr. Phil Corn, Northglenn Build A Generation (NBAG) President, distributed information about NBAG's current initiatives and spoke about their work to promote positive youth development. He stated NBAG is working to expand their informational brochure to include surrounding cities. Dr. Corn stated that additional funding is needed to print the prevention brochure and to continue their current initiatives and programs.

Ms. Patti Campbell spoke about the Liquor Licensing Authority and the penalties imposed at the February 10, 2005 meeting. Ms. Campbell stated that she feels the Authority was lenient on the licensees and asked the Authority to remember that liquor violations can affect members of the public.

**AGENDA ADDITIONS  
AND DELETIONS**

Mayor Novak announced the following additions:

13A. Resolutions:

2. CR-11 – Historic Preservation Commission Appointment

16. Discussion Items:

E. Citizen Engagement Process Subcommittee Report

- F. RFP Protocol
- G. Councilman's Bill Process

**CONSENT AGENDA**  
**MOTION TO PASS**

Mayor Novak **MOVED** and it was **SECONDED** by Councilwoman Tichy to approve the consent agenda.

**MOTION PASSED**

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

IN FAVOR - Novak, Martin, Garner, Goodspeed, Carlow, Tichy,  
Lindsey, Paiz, Gillespie.

OPPOSED - No one.

ABSENT - No one.

The following items were approved on the consent agenda:

- Minutes of the Regular Meeting of February 10, 2005
- CR-10 – Election Judges Salary Increase

**ORDINANCES:**

**First Reading**

CB-1511 – Student  
Election Judges

City Clerk Lentz read the title.

**MOTION TO PASS**

Councilwoman Carlow **MOVED** and it was **SECONDED** by Councilwoman Garner to approve CB-1511 on first reading.

**MOTION TO AMEND**

Councilman Goodspeed **MOVED** and it was **SECONDED** by Councilman Lindsey to add a new Section 2 to read 'no more than one student election judge shall serve at any election polling place.'

**MOTION PASSED**

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

IN FAVOR - Novak, Martin, Garner, Goodspeed, Carlow, Tichy,  
Lindsey, Paiz, Gillespie.

OPPOSED - No one.

ABSENT - No one.

**MAIN MOTION PASSED**

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

IN FAVOR - Novak, Martin, Garner, Goodspeed, Carlow, Tichy,  
Lindsey, Paiz, Gillespie.

OPPOSED - No one.

ABSENT - No one.

Note:

City Clerk Lentz stated for the record that the public hearing on CB-1511 would be held on March 10, 2005.

**RESOLUTIONS:**

CR-9 – Metro Mayors  
Caucus Multifamily Bond  
Allocations

City Clerk Lentz read the title.

**MOTION TO PASS**

Mayor Novak **MOVED** and it was **SECONDED** by Councilwoman Garner to approve CR-9.

**MOTION PASSED**

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

IN FAVOR - Novak, Martin, Garner, Goodspeed, Carlow, Tichy, Lindsey, Paiz, Gillespie.

OPPOSED - No one.

ABSENT - No one.

CR-11 – Historic  
Preservation Commission  
Appointment

Mayor Novak read the title.

**MOTION TO PASS**

Mayor Novak **MOVED** and it was **SECONDED** by Councilwoman Garner to approve CR-11 with the name Barbara Scholten inserted.

**MOTION PASSED**

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

IN FAVOR - Novak, Martin, Garner, Goodspeed, Carlow, Tichy, Lindsey, Paiz, Gillespie.

OPPOSED - No one.

ABSENT - No one.

**RECESS**

The City Council meeting recessed to a meeting of the Liquor Licensing Authority at 7:30 p.m.

**RECONVENE**

The City Council meeting reconvened at 7:55 p.m.

**COMMUNICATIONS**  
**COUNCIL**

Councilman Lindsey reported on the CML policy meeting that was held today and provided information about the issues discussed.

Mayor Novak asked Council to RSVP to Susan Baca for the School District No. 12 Foundation Gala on April 30, 2005. Mayor Novak reported on a meeting with Senator Salazar regarding local issues. She stated Senator Salazar would be working in a bi-partisan manner to create a Colorado agenda.

Councilman Goodspeed reported that the volunteer group at the Dog Park planted 20 ash trees that had been donated to the park.

Councilwoman Garner reported that she and Mayor Novak had attended a CML workshop yesterday. She stated there was a lot of discussion about Tabor and encouraged everyone to subscribe to CML's email update. She noted that the Sunday sale of liquor was a dead issue. Councilwoman Garner reported that Council would be meeting with the School Board next week at the administration building. She also inquired about Council members attending the NLC conference.

City Manager Nelson asked for a study session to be held on Thursday, March 3, 2005 to receive presentations for the proposed civic center development at 5:30 p.m. and 7:30 p.m. He stated there would also be a Special Meeting for the Show Cause Hearings to be held at 6:30 p.m. City Manager Nelson stated that NURA and the Planning Commission have been invited to attend the meeting.

RECESS

The City Council meeting recessed at 8:02 p.m.

RECONVENE

The City Council meeting reconvened at 8:10 p.m.

**STAFF REPORTS**

SR-05-06 – Outside  
Agency Funding

**MOTION TO PASS**

Councilwoman Paiz **MOVED** and it was **SECONDED** by Councilwoman Tichy to approve staff report 05-06.

**MOTION PASSED**

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

IN FAVOR - Novak, Martin, Garner, Goodspeed, Carlow, Tichy,  
Paiz, Gillespie.

OPPOSED - Lindsey.

ABSENT - No one.

**DISCUSSION ITEMS**

Boards and Commissions

Councilwoman Tichy stated she would like Council's goals and objectives sent to new applicants and would also like to encourage the applicants to attend board and commission meetings. Councilwoman Tichy stated she would like applicants to be interviewed by City Council as well as by the board or commission. Mayor Novak stated she would like as much information sent to new applicants as possible.

There was discussion about the interview process and it was the consensus of Council to interview the applicants before the board or commission interviews them. Mayor Novak asked City Clerk Lentz to schedule interviews for applications that are currently on file.

Planning Commission  
Alternate Members

Mr. Dennis Dempsey, Planning Commission Secretary, stated that the Planning Commission requested staff to look into amending the zoning ordinance to allow the two alternate members to become regular members. Mr. Dempsey provided information about the proposed amendment and stated that because there are no term limits, the alternate members could potentially never have the opportunity to move into a regular member position.

Councilman Lindsey stated he was in favor of amending the ordinance. Mayor Novak directed staff to prepare an ordinance regarding this amendment.

Citizen Engagement Process  
Subcommittee Report

Mayor Novak provided information on the Citizen Engagement Process Subcommittee's meeting and outlined their thoughts on the engagement process. Mayor Novak stated the committee would like staff to solicit proposals from facilitators that would include the defined process, project budget, staff costs and necessary resources, project timeline and schedule, and facilitator qualifications and references.

There was discussion about the length of the process, the need for improved communication with residents, and the long-term goals of the process.

**MOTION TO PASS**

Councilwoman Carlow **MOVED** and it was **SECONDED** by Councilwoman Tichy to accept the recommendation of the subcommittee and to proceed with the Citizens Engagement Process.

**MOTION PASSED**

There was no discussion and the motion **PASSED**.  
IN FAVOR - Novak, Martin, Garner, Carlow, Tichy, Gillespie.  
OPPOSED - Goodspeed, Lindsey, Paiz.  
ABSENT - No one.

RFP Protocol

Councilwoman Paiz stated she would like additional procedures for RFP's and RFQ's in place to make the process more inclusive for Council. She expressed concern about Council not being asked to be part of the process for the development project. Councilwoman Paiz stated that Council's vision and input could be beneficial to the projects.

City Manager Nelson stated that Council was not included in the RFQ process because these were requests for qualifications. He stated the request for proposals (RFP's) would be given to Council as a whole so they could select the developer of their choice. City Manager Nelson stated that he tried to make the process as objective and consistent as possible.

Councilman's Bill  
Process

Councilman Lindsey stated that he had agreed to sponsor a Councilman's Bill that he thought would be on tonight's agenda. He asked about the process involved for scheduling an item once a sponsor has been obtained.

City Attorney Phillips stated that an item typically requires a couple weeks to prepare before it is added to the agenda.

There was discussion about the procedures used for asking Council members to sponsor agenda items.

Impact of the Current Rate

Mr. Bob Eichen, FISS Director, provided information about the impact that the current rate structure has had on utility bills. Mr. Eichen spoke about balancing the goals and needs for the utility rates. He provided usage comparisons for residential and commercial customers and information about historical water costs. Mr. Eichen stated that staff's recommendation is to not increase rates in 2005 and asked for direction from Council regarding the rates.

There was discussion about the current minimum usage rate and how it is similar to a capital charge. There was discussion about covering the basic system maintenance costs for all customers and charging for actual water usage above that maintenance cost.

City Attorney Phillips provided information on the practice of charging an availability service fee. He stated this is done not to pay for capital improvements but to reserve plant capacity for each individual tap.

There was discussion about the water and sewer fund revenues and Mr. Eichen stated that it has been estimated that 1,400 residents are affected by the minimum usage rates.

Mr. Kurt Kowar, Logistics Manager, provided information about the water and sewer system and one-time tap fees. Mr. Kowar stated that maintaining the water and sewer system is not done selectively based on usage, but rather on the nature of the product the City delivers.

Mr. Eichen stated that he would follow up on the questions asked by Council tonight to ensure that a timely decision could be made on the rate structure.

General Fund Balance  
and Expenditures

Mr. Bob Eichen provided information about the City's fund balance practices and how they compare to those of other municipalities. Mr. Eichen reviewed the business plan and reserve policies and stated the Council Financial Policy requires the City to have a 25% fund balance. He shared information about fund balance guidelines from NLC, Government Finance Officers of America, Standard and Poor's Bond Rating Agency, and Moody's Bond Rating Agency. Mr. Eichen listed the major one-time items that have reduced the general fund balance and spoke about additional impacts on the fund balance since 2001.

**PUBLIC INVITED**  
**TO BE HEARD**

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

Mr. Don Anema spoke about the budget fund reserve and stated that he would like to see it increased.

Ms. Patti Campbell stated that she feels communication has been improved and she looks forward to more communication with Council. Ms. Campbell also spoke about the special trash pickups and the \$7.50 charge for the service.

Ms. Maridee Marks spoke to Council about the special trash pickups. Ms. Marks stated that she feels the practice of combining church and state is not a good idea. She stated that she believes there is not enough communication between the City and residents. Ms. Marks spoke about the Councilman's Bill that was recommended by the Planning Commission but pulled from the Council agenda by staff and also stated that hiring a facilitator for the citizen engagement process might not be practical for budget purposes.

**ADJOURNMENT**

The City Council meeting adjourned at 10:58 p.m.

---

DIANA L. LENTZ, CMC  
City Clerk

---

KATHLEEN M. NOVAK  
Mayor