

**CITY OF NORTHGLENN  
CITY COUNCIL MINUTES  
January 8, 2009**

**CALL TO ORDER**

Mayor Pro Tem Paiz called a regular meeting of the Northglenn City Council to order on Thursday, January 8, 2009 at 7:00 p.m. in the City Hall Council Chambers, 11701 Community Center Drive, Northglenn.

**ROLL CALL**

Present were: Mayor Pro Tem Paiz, Council members Baker, Parsons, Monroe, Miller, Clyne, and Wieneke.

**ABSENT**

Mayor Novak and Council member Downing.

**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 Denis Segebartt.

**INTERVIEWS:**

Dwight Kimsey

Mr. Dwight Kimsey, Ward II, provided information about his background and his interest in serving on the Citizens' Affairs Board (CAB). Mr. Kimsey answered questions from Council about the ability to serve on both the CAB and the Parks and Recreation Advisory Board and the role of the CAB.

Kim Snetzinger

Ms. Kim Snetzinger, Ward IV, provided information about her background and her interest in serving on the Citizens' Affairs Board. Ms. Snetzinger also provided information about her thoughts relating to the role of the Board.

**AGENDA ADDITIONS  
AND DELETIONS:**

There were no additions or deletions to the agenda.

**PUBLIC INVITED  
TO BE HEARD**

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

Mr. Raymond DeWeese, Ward I, spoke about the applicants for the Citizens' Affairs Board and stated that he feels the Board's existence needs to be advertised more. Mr. DeWeese also thanked Council for reappointing him to the Liquor Licensing Authority.

Ms. Kim Snetzinger thanked the Northglenn Police Department for conducting the Citizens Academy. Ms. Snetzinger stated that it was a great experience and encouraged everyone to participate in the

program.

**FINANCIAL REPORT**

November 2008 Financial  
Statement & Bank  
Reconciliation Update

Mr. Jim Hayes, Acting Finance Director, provided a financial update for the period ending November 30, 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 asking the Northglenn Urban Renewal Authority (NURA) for reimbursement for design costs related to the 104<sup>th</sup> Avenue Bridge project and the status of the City's investment in the Colorado Surplus Asset Fund Trust (CSAFE).

Mr. Hayes also provided an update on the bank reconciliation project. He spoke about the items staff has discovered and stated that it is a monumental project. Mr. Hayes spoke about the process being used to reconcile the statements and noted that a detailed accounting of the project would be provided to Council.

There were questions from Council about a corrective action plan for the bank reconciliation and the status of hiring a Finance Director.

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

Council member Parsons **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 - Paiz, Baker, Parsons, Monroe, Miller, Clyde,  
Wieneke.

OPPOSED - No one.

ABSENT - Novak, Downing.

The following items were approved on the consent agenda:

- Minutes of the December 5, 2008 Special Meeting
- Minutes of the December 11, 2008 Regular Meeting
- CR-1 – Public Posting Places/Open Meetings Law
- CR-3 – Youth Commission Appointment – Amanda Wright

**PUBLIC HEARINGS:**

CB-1677 – Special  
Private Occasion Permit  
Security Requirements

Mayor Pro Tem Paiz opened the public hearing and invited anyone wishing to speak either “for” or “against” CB-1677 to come forward. No one came forward and the public hearing was declared closed.

**ORDINANCES:**

**Second 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 Miller to approve CB-1677 on second reading.

**MOTION PASSED**

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

**RESOLUTIONS:**

CR-2 – 104<sup>th</sup> Avenue  
Bridge Enhancements IGA

City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Parsons to approve CR-2.

**MOTION PASSED**

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

CR-4 – 104<sup>th</sup> Avenue  
Bridge Enhancements  
Design – Addendum #2

City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Parsons to approve CR-4.

**MOTION PASSED**

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

CR-5 – Crosswalk  
Improvements Project

City Clerk Small read the title.

**MOTION TO PASS**

Council member Monroe **MOVED** and it was **SECONDED** by Council member Miller to approve CR-5.

**MOTION TO TABLE** Council member Wieneke **MOVED** and it was **SECONDED** by Council member Baker to table CR-5.

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

CR-6 – 2009 Street  
Sweeper Purchase

City Clerk Small read the title.

**MOTION TO PASS** Council member Monroe **MOVED** and it was **SECONDED** by Council member Parsons to approve CR-6.

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

CR-7 – Records  
Maintenance Policy

City Clerk Small read the title.

**MOTION TO PASS** Mayor Pro Tem Paiz **MOVED** and it was **SECONDED** by Council member Miller to approve CR-7.

**FRIENDLY  
AMENDMENT**

A friendly amendment was accepted to delete Item C. and to revise the title to refer to contract documents.

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

Action Item: Request  
for Exceptions to CR-167/  
Resolution 08-156

City Manager Simmons provided information about the request for exceptions to the hiring freeze for the positions of Finance Director, Public Works Director, Accounting Manager, and Meter Reader. Mr. Simmons also provided information about budget implications, other vacancies, and seasonal recruitment.

There was discussion about considering additional positions in the budget review. Council member Wieneke stated that he would prefer

to make an exception for the Deputy City Clerk position in addition to the four recommended by City Manager Simmons.

**MOTION TO PASS**

Council member Wieneke **MOVED** and it was **SECONDED** by Council member Monroe to approve the four hiring exceptions as recommended by the City Manager and a fifth exception for the Deputy City Clerk position.

**MOTION PASSED**

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

**DISCUSSION ITEMS:**

Membership Dues

Mayor Pro Tem Paiz spoke about the City's 2009 membership dues for organizations and potentially reviewing these ongoing expenditures. Mayor Pro Tem Paiz stated that information had been requested from organizations, and asked if Council would prefer to discuss the issue at an upcoming study session.

There was discussion about the services provided by the organizations and the need to review the budget before renewing the memberships. Council asked to receive information on how staff utilizes the organizations and whether or not there would be consequences for not renewing the memberships before a review can be conducted.

City Manager Simmons stated that two organizations had requested to make presentations to Council regarding their services, and there was discussion about the number of items scheduled for upcoming meetings. It was the consensus of Council to add this item to the January 29, 2009 study session for discussion.

**COMMUNICATIONS**

COUNCIL

Council member Monroe stated that the Union Pacific Railroad is storing unused cars on the railroad tracks between 144<sup>th</sup> Avenue and 128<sup>th</sup> Avenue. She stated that the storage of cars could cause safety issues, provide a media for graffiti, and be used by transients. Council member Monroe reported that a meeting regarding the issue would be held tomorrow evening at 6:30 p.m. at the Margaret Carpenter Recreation Center.

Mayor Pro Tem Paiz wished everyone a Happy New Year, and reported that she had attended the reception to honor Mayor Novak last month at the Governor's mansion.

Council member Miller also wished everyone a Happy New Year.

Council member Clyne reminded everyone about the last Comprehensive Plan meeting to be held during the Planning Commission meeting on Tuesday, January 13, 2009 at 6:30 p.m. in Council Chambers.

Council member Wieneke spoke about the need for oversight on the Council budget, and suggested asking the Finance Committee to take on the obligation of providing guidance to staff with regard to Council wide expenses.

**STAFF**

City Manager Simmons stated that an item regarding other post employment benefits (OPEB) would be on the agenda for the January 15, 2009 study session. City Manager Simmons reported that a communication regarding the item was ready to be distributed and offered to provide it to Council tonight.

**PUBLIC INVITED  
TO BE HEARD**

Mayor Pro Tem Paiz invited any member of the public wishing to speak on any subject to come forward.

Mr. Dallas Briggs, Ward I, inquired about the Springbrook Financial system.

City Manager Simmons provided information about the Financial Management System project. He reported that the business plan component had been completed, and spoke about the implementation schedule for the system.

Mr. Briggs also spoke about the 2009 Budget and expressed concern about expenditures that have been approved prior to Council's review of the budget. Mr. Briggs spoke about a playground equipment project and inquired about the prioritization of the project.

Mayor Pro Tem Paiz stated that a review of the budget would begin at the January 29, 2009 study session, and spoke about critical items that the City needs to move forward on before the review can be completed.

City Manager Simmons provided information about the playground equipment and an upcoming public hearing relating to the project.

**ADJOURNMENT**

The City Council meeting adjourned at 8:29 p.m.

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JOHANNA SMALL, CMC  
City Clerk

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SHERI L. PAIZ  
Mayor Pro Tem