

## RECORD OF PROCEEDINGS

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Minutes of the  
City Council of the City of Cherry Hills Village, Colorado  
Held on Tuesday, August 20, 2019 at 6:30 p.m.  
At the Village Center

The City Council held a study session at 5:30 p.m.

Mayor Russell Stewart called the meeting to order at 6:30 p.m.

### **ROLL CALL**

Mayor Russell Stewart, Mayor Pro Tem Katy Brown, Councilors Randy Weil, Afshin Safavi, Al Blum, Mike Gallagher, and Dan Sheldon were present on roll call. Also present were Deputy City Manager and Public Works Director Jay Goldie, City Attorney Kathie Guckenberger, Police Chief Michelle Tovrea, Finance Director Jessica Sager, Community Development Director Chris Cramer, Parks and Recreation Coordinator Emily Black and City Clerk Laura Gillespie.

Absent: none

### **PLEDGE OF ALLEGIANCE**

The Council conducted the pledge of allegiance.

### **PRESENTATIONS**

#### **Police Department Accreditation/Executive Certification**

Chief Tovrea introduced Chief Gary Creager of the Broomfield Police Department and the President of the Colorado Association of Chiefs of Police (CACP).

Chief Creager presented a Certification for Reaccreditation to the Cherry Hills Village Police Department. He stated that the CHVPD had demonstrated its professionalism and adherence to the highest standards of law enforcement and service to its citizens. He also presented the Executive Law Enforcement Certification to Chief Tovrea, which demonstrated her education, training and experience to be among the leaders of the Chiefs of Police in Colorado.

Chief Tovrea indicated that she was very proud to be the Chief for the City. She noted that a lot of work went into the reaccreditation and it was done both for the Department internally and for the Council and residents.

#### **Arapahoe County Open Space Check Presentation**

Bev Bradshaw of the Open Space and Trails Advisory Board (OSTAB) explained that citizens of Arapahoe County had approved a 1/4<sup>th</sup> cent sales tax for open space in 2003 and again in 2011. She noted that 12% of that revenue went to the grant program and the City's application was one of the top projects this year. She presented the symbolic check to the City for the \$500,000 grant for the John Meade Park project.

Mayor Stewart thanked Arapahoe County Commissioners, OSTAB, and Arapahoe County Open Space for the \$500,000 grant; Cherry Hills Land Preserve for their \$10,000 donation for trees and landscaping; the Huttos and Niedermans for the donation of the Alan Hutto Memorial Parcel; past and present Parks, Trails, and Recreation Commissions for creating the Master Plan and the final design for the Park; past and present City Council; and former and current City staff.

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### **AUDIENCE PARTICIPATION PERIOD**

Tory Leviton, 3901 E. Quincy Avenue, invited the Council to the Concert Series on Saturday August 24<sup>th</sup>, hosted by the Art Commission with details and tickets available on the City website.

Lucinda Greene, 2855 Cherryridge Road, thanked Council on behalf of the Quincy Farm Committee (QFC) for the recent study session. She explained that at that morning's QFC meeting Councilor Sheldon had made the excellent suggestion of having Council take a tour of Quincy Farm with the QFC. She asked staff to help organize the tour.

Deputy City Manager/Director Goldie suggested that the tour be held as a study session prior to a regular Council meeting.

Coordinator Black added that staff would work with City Manager Thorsen to find the best date.

Chair Greene noted that the supplemental appropriation on Council's agenda was simply an accounting clarification and was not new money. She explained that the QFC took its fiduciary responsibility very seriously and was conscientious of the budget dollars being spent.

### **REPORTS FROM CITY BOARDS, COMMISSIONS AND COMMITTEES**

None

### **CONSENT AGENDA**

Mayor Pro Tem Brown moved, seconded by Councilor Gallagher to approve the following items on the Consent Agenda:

- a. Approval of Minutes – August 6, 2019

The motion passed unanimously.

### **ITEMS REMOVED FROM CONSENT AGENDA**

None

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

Council Bill 5, Series 2019; Approving a Supplemental Appropriation for Fiscal Year 2019 for the Quincy Farm Sanitary Sewer Construction Project (first reading)

Deputy City Manager/Director Goldie presented Council Bill 5, Series 2019 on first reading. He explained that the funds had been budgeted and the contract had been awarded in 2018 but the funds had not been paid to the contractor until 2019. However staff had inadvertently neglected to carry over the funds into the 2019 budget. He added that expenses for Quincy Farm were currently paid from several different funds and staff was working on streamlining that process to help avoid these kinds of errors in the future.

Mayor Stewart asked about the status of the project.

Deputy City Manager/Director Goldie replied that the project to extended sanitary sewer to the Cat Anderson house and the Hopkins house was complete and working.

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Mayor Pro Tem Brown moved, seconded by Councilor Sheldon to approve Council Bill 5, Series 2019, a bill for an ordinance authorizing a supplemental appropriation in the Conservation Trust Fund for fiscal year 2019 for the Quincy Farm Sanitary Sewer Construction Project in the amount of \$112,000.00.

The following votes were recorded:

Safavi	yes
Weil	yes
Brown	yes
Gallagher	yes
Sheldon	yes
Blum	yes

Vote on the Council Bill 5-2019: 6 ayes. 0 nays. The motion carried.

### Council Chambers Video Recording Options

Director Sager presented the options for video recording of Council meetings. She explained that staff had interviewed several companies and was recommending that Council approve a contract with Open Media. Open Media would be able to remotely "produce" the meeting videos which would eliminate the need for the City to hire independent operators or additional staff time. Their software also included searchable meeting transcripts so members of Council, staff and residents would be able to search meetings by a specific topic. The cost of the equipment could be paid out of the COP Fund and the cost for production could be paid out of the Information Technology Division budget. City Council approved \$11,000 for an upgraded budgeting module to the City's current financial software during the 2019 budget process and this software had not been purchased so that amount could be reallocated to the Council Chamber video recording project.

Councilor Blum asked if staff still needed the upgraded budget module.

Director Sager explained that staff had waited to purchase the module because of some software bugs and that in the meantime a free version had been released that would likely meet the City's needs.

Councilor Sheldon asked how interested viewers would access the live stream of Council meetings. He noted that the Town of Parker streamed their meetings on their Facebook page so viewers needed a Facebook log in to watch the stream.

Director Sager replied that the live stream would be accessible on the City's website and the City's YouTube channel, neither of which required a log in.

Councilor Sheldon noted that he was in favor of the proposal and it might not be used much but seemed worthwhile for the relatively low annual cost. He asked if the City would be able to track the number of viewers.

Director Sager confirmed that the number of viewers would be tracked by Open Media, the City website, and YouTube.

Councilor Gallagher asked where the video files would be saved.

Director Sager replied that they would be saved by Open Media and archived on the City's server so that the City had immediate access to the videos and could address any Open Records Requests.

Councilor Gallagher noted that with the transcript provided by YouTube as part of the video, the Council might want to discuss the possibility of action minutes again.

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Mayor Pro Tem Brown expressed concern with the storage space and long term costs that would be needed to store the video files on the City's server.

Director Sager replied that the City's IT contractor was aware that the City might need additional server space for video storage and any additional costs would be included in the 2020 budget.

Councilor Weil asked who would own the intellectual property.

City Attorney Guckenberger replied that Open Media would own the software and the City would own the data and copyright.

Councilor Weil asked how the video recording and production would work during a Council meeting.

Director Sager replied that an Open Media employee would watch and produce the Council meeting live from their office in Denver, including adding a banner to the screen describing what agenda item was being discussed at the moment.

Councilor Safavi asked if there was a cap on the reoccurring annual cost. He asked what would happen if Open Media was no longer able to provide services or if the City wanted to go with a different company.

Director Sager replied that the City would own the equipment and would look for another company to provide production services.

City Attorney Guckenberger added that the contract would renew annually subject to appropriations.

Councilor Sheldon asked about Open Records requests related to the videos.

Director Sager replied that if someone requested an older video that was not available on the City's website then staff could provide it through an Open Records Request.

Mayor Stewart asked how soon the video recording could begin.

Director Sager replied that staff would work with Open Media as soon as the contract was signed.

Councilor Gallagher moved, seconded by Councilor Blum to approve the Agreement for Video Streaming Services with Open Media in the amount of \$33,214 to approve the recurring annual costs of \$15,040, to authorize the City Attorney to make any non-financial changes to the final contract form and to authorize the Mayor to sign the Agreement for Video Streaming Services when complete

The motion passed unanimously.

## REPORTS

### Mayor's Report

Mayor Stewart reported that the Metro Mayors Caucus had discussed the November ballot issue to De-Bruce the state, the change in name from Urban Drainage and Flood Control District to Mile High Flood District, and various ballot measures in municipalities along the front range. He reported that the Mayors Munch had discussed the sinkhole in Englewood at Oxford and the lesson on the importance of having reserve funds, the Comcast Franchise Agreement renewal, adding 5G to the new traffic light pole at Belleview and Glenmoor, and the sale by Xcel of some of its street lights. He thanked the Police Department for the notifications through the City website and social media

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regarding the recent power outage at the intersection of University and Quincy and the intersection of University and Belleview. He asked Chief Tovrea about the recent Coffee with a Cop event.

Chief Tovrea replied that three or four people had joined her at Caribou Coffee. She added that they would schedule another Coffee with a Cop event in September.

Mayor Stewart reported that the City was soliciting applications for the Quincy Farm Committee; a volunteer appreciation holiday party would be held at the Buell Mansion; he would be meeting with Denver City Councilor Kendra Black; and he would miss the September 3, 2019 Council meeting.

### **Members of City Council**

Councilor Safavi apologized for missing the past two Council meetings and explained that one was work related and the other family related. He reported that he would be working on creation of a Police Foundation in order to provide the Police Department with funding for any future needs that might not be paid for by the City budget. He reported that he met with Chief Tovrea yesterday about recent incidents and noted that many of them involved homes where the security alarm was not armed and/or the garage was left open. He added that several neighborhoods had installed security cameras recently and suggested that the City provide more support to encourage the installation of more security cameras.

Councilor Weil had no report.

Mayor Pro Tem Brown noted that the City's annual Movie Night had been successful and thanked staff for their work. She asked about attendance for the event.

Deputy City Manager/Director Goldie replied that staff estimated 200 people attended the event.

Mayor Pro Tem Brown reported that she had spoken with the attorney for Centennial Airport regarding the lawsuit with the FAA. She explained that the FAA had said the environmental assessment that had been released was only a draft and the final was forthcoming. The airport had temporarily withdrawn the lawsuit in the hope that the FAA would address their concerns in the final environmental assessment. If that turned out to not be the case then the airport was fully prepared to move forward with the lawsuit.

Councilor Gallagher had no report.

Councilor Sheldon reported that he had worked with City Manager Thorsen and Deputy City Manager/Director Goldie on a letter to the Southmoor Vista HOA regarding the utility line undergrounding project along Quincy as approved by Council at the last meeting. He noted that the wording of the letter had caused some confusion from residents on Happy Canyon. He indicated that the feedback he had received had been positive and the homeowners he had spoken with were ready to bury their own lines as well.

Councilor Blum reported that a runway was still closed at DIA until September, causing additional planes to fly over the City. He added that there was some question if Centennial Airport had nexus to sue the FAA or if a resident or municipality was needed.

### **City Manager & Staff**

Councilor Sheldon asked about the timeline for beginning the utility line undergrounding project on Quincy.

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Deputy City Manager/Director Goldie reported that it would take 8-12 weeks to get preliminary plans for utility line undergrounding from Xcel, and then another 4-6 weeks for them to get a crew on site. Xcel used a cost multiplier for winter and projects got more expensive when there was frost.

Councilor Sheldon suggested waiting until spring to begin the undergrounding project in order to avoid higher costs.

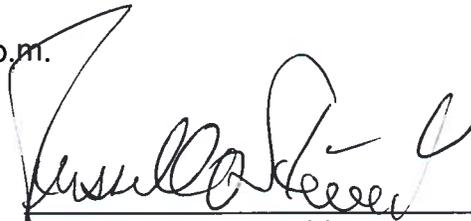
Director Sager reported that staff was working on the 2020 budget process and department directors would be meeting with their Council liaisons in the next week or two.

### City Attorney

City Attorney Guckenberger had no report.

### ADJOURNMENT

The meeting adjourned at 7:29 p.m.



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Russell O. Stewart, Mayor



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Laura Gillespie, City Clerk