

RECORD OF PROCEEDINGS

Minutes of the
City Council of the City of Cherry Hills Village, Colorado
Held on Tuesday, October 6, 2015 at 6:30 p.m.
At the Village Center

Mayor Laura Christman called the meeting to order at 6:30 p.m.

ROLL CALL

Mayor Laura Christman, Councilors Mark Griffin, Earl Hoellen, Alex Brown, Mike Gallagher, Klasina VanderWerf, and Katy Brown were present on silent roll call. Also present were Interim City Manager and Public Works Director Jay Goldie, City Attorney Linda Michow, Finance Director Karen Proctor, Community Development Director Rob Zuccaro, Police Chief Michelle Tovrea, Human Resource Analyst Kathryn Ducharme, Parks, Trails & Recreation Administrator Ryan Berninzoni, Public Works Project and Right-of-Way Manager Ralph Mason, Accounting Clerk Jessica Sager and City Clerk Laura Smith.

Absent: none

PLEDGE OF ALLEGIANCE

The Council conducted the pledge of allegiance.

GFOA BUDGET AWARD PRESENTATION

Kathy Velzen, Colorado Government Finance Officers Association (CGFOA) President, indicated it was her privilege to present the Distinguished Budget Presentation Award to the City. She explained that the purpose of the award was to encourage governments to prepare budget documents of the highest quality for the benefit of citizens and other parties with an interest in the budget process. The award has gained widespread recognition as an important indicator of a government's commitment to being accountable to its stakeholders. In order to receive the award a municipality must substantially conform to the program's demanding criteria which incorporates the guidelines of the national advisory council on state and local budgeting. The receipt of the award reflected the professionalism and commitment of staff and the dedication and leadership of Council. She noted it was not an easy award to achieve and it was a privilege and an honor to present it to Director Proctor and Accounting Clerk Sager.

AUDIENCE PARTICIPATION PERIOD

None

CONSENT AGENDA

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

- a. Approval of Minutes – September 15, 2015
- b. Intergovernmental Agreement with Arapahoe County Regarding a Contribution to the High Line Canal Visioning Project

The motion passed unanimously.

ITEMS REMOVED FROM CONSENT AGENDA

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Public Hearing – 4501 South Monroe Lane Request for a Floodplain Development Permit and Floodplain Map Amendment

Director Zuccaro presented the request for a floodplain development permit and floodplain map amendment for 4501 South Monroe Lane. He explained that the old home on the property had been demolished and a new home was under construction on the east side of the property. The proposal included restoration and realignment of a portion of Greenwood Gulch through the applicant's property. No structures were proposed to be located in the floodplain as part of the current request. The applicant had stated that the purpose of the project is to return the channel to a more natural state and to flatten the bank slope so that horses may safely cross the channel. The applicant had submitted a floodplain development study and associated application materials, including a letter certifying that the proposed development would cause no rise to the base flood elevations.

Councilor Hoellen asked about the applicant's use of the term "natural".

Director Zuccaro explained that it was assumed the gulch had been cut for irrigation purposes in the past and the intent of the proposed design was to replicate the course of the channel prior to that time. He added that the historical placement of the gulch on this property was unknown.

Mayor Christman asked if she could relate her personal knowledge on this property.

City Attorney Michow advised that Council should not provide personal knowledge but could ask questions of staff and the applicants.

Mayor Christman asked Director Zuccaro if he had been working at the City when the prior owner of the property had submitted a similar application.

Director Zuccaro replied that he had not. He explained that Municipal Code Sections 16-17-60 and 16-17-80 outline procedures and criteria for floodplain development permits and amendments to the floodplain boundary. He noted that staff's recommended findings were outlined in staff's memorandum. The City Engineer had reviewed the request and determined that all technical requirements had been met. Municipal Code Section 16-17-60(d)(4) outlined requirements for authorization for a floodplain development permit including a showing of good and sufficient cause; a determination that failure to grant the authorization would result in exceptional hardship to the applicant; and a determination that the granting of an authorization will not result in increased floodway elevations, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public or conflict with existing local laws or ordinances. He noted that the letter from the applicant included in Exhibit B to the staff memorandum outlined the applicant's arguments for these criteria. The Planning and Zoning Commission (P&Z) reviewed the request at their September 8, 2015 meeting and voted unanimously to recommend approval of the request as submitted. A minimum of 15 days prior to the hearing date the applicant was required to mail notice of the hearing to all adjacent property owners by certified mail with return receipt requested and post a public notice sign on the property facing the adjacent

roadway. Notice of the hearing was also published in the September 17, 2015 edition of The Villager newspaper and was posted on the Village Center notice board and City web site. All notice requirements had been met. No public comment letter or emails had been submitted to staff.

Mayor Christman asked if the proposed changes would enhance the wildlife habitat, rural character and long term environmental health of the gulch.

Director Zuccaro confirmed that the application included habitat promotion through installation of vegetation.

Mayor Christman noted that floodplain development permits were not required to comply with the Master Plan but asked if this application did.

Director Zuccaro replied that staff would agree that the application was consistent with the Master Plan based on the proposed materials and natural flow of the channel.

Councilor VanderWerf asked how long the changes to the channel would last due to erosion.

Director Zuccaro replied that there would be some level of maintenance.

City Engineer Carmann added that normal civil infrastructure had a 25-50 year design life and natural flood events and erosion for the infrastructure in question would reduce the design life by about five years, but simple maintenance could be done to extend that timeframe.

Councilor VanderWerf noted that it was designed for a 100 year flood. She asked if the flood event in June had been at that level.

City Engineer Carmann replied that the precipitation amounts did reach the level of a 100 year flood during the June event, but the flow rate did not. He indicated that from a performance standpoint, designs like the proposed design would sustain a storm like that of the June event.

Councilor Gallagher asked how water flows out of Glenmoor pond.

City Engineer Carmann replied that the majority of water exited the pond through the formalized outlet but that uncontrolled flows could exit through the low point on the east side of the pond during time when the capacity was overwhelmed, such as the June flood event.

Paul Cassidy, design builder for the applicant, explained that the proposed changes to the channel including bank stabilization would make the area more usable for wildlife and horses.

Mayor Christman opened the Public Hearing at 7:51 p.m. Hearing no comments the Public Hearing was closed at 7:51 p.m.

Councilor Griffin moved, seconded by Councilor VanderWerf to recommend approval of the proposed Floodplain Development Permit and floodplain map amendment for 4501 E. Quincy Avenue as submitted based on the findings outlined in the October 6, 2015 staff memorandum.

The motion passed unanimously.

Cherry Hills Village Master Plan 2015 Implementation Plan

Director Zuccaro explained that the City's Master Plan was last updated in 2008, and following several study sessions held by the Planning and Zoning Commission (P&Z) and Parks, Trails and Recreation Commission (PTRC) to discuss a possible scope of work for updating the 2008 Master Plan, the general consensus was that a formal update to the Master Plan was not needed. The overall content, structure and format of the existing Master Plan was considered adequate and only minor changes to the text may be needed to bring the document up to date. Both P&Z and PTRC stated that the focus should be on creating a formal implementation plan. The purpose of the Implementation Plan was to outline actionable steps that may be taken to implement each of the goals and strategies contained within the Master Plan. In the Implementation Plan, each of the action items listed were prioritized and assigned a staff member to oversee implementation. Although not stated, many of the implementation steps would be done in close coordination with the City Council and/or a City Board or Commission. Not all City initiatives and policies were reflected in the Implementation Plan, only those directly related to Master Plan goals and strategies. The Implementation Plan would also serve as a way to document accomplishments and progress towards implementation of the Master Plan policies. Staff recommended that P&Z and PTRC review the Implementation Plan in May of each year and the City Council review the Plan in June so that any implementation actions can be considered in the budgeting process for the following year. The Implementation Plan included over 120 items and an appendix of grants applied for since 2008 and future grants. Mr. Zuccaro noted that staff was seeking to begin a discussion with Council and acknowledged that the Implementation Plan was large and it may not be reasonable for Council to approve or deny the plan at tonight's meeting.

Councilor Griffin indicated he was continually amazed by staff and applauded Director Zuccaro for his excellent and professional work.

Mayor Christman asked if either P&Z or PTRC had asked for Council's input on any specific items.

Director Zuccaro replied they had not.

Mayor Christman noted that this was a large document and asked if a joint study session with Council and P&Z and/or PTRC would be constructive.

Councilor Hoellen agreed that the Implementation Plan was an impressive piece of work and indicated that he had no questions regarding the process but did have questions on specific entries and items.

Councilor VanderWerf agreed and noted that she questioned if some of the items marked "complete" should really be "ongoing".

Director Zuccaro explained that P&Z and PTRC had gone through the Implementation Plan section by section. He noted that P&Z had not had a great deal of input on the action items. He indicated that the Master Plan was created by P&Z and PTRC and then reviewed by Council for ratification, and that Council had changed the procedure in 2008 to allow Council to amend as well as ratify the Master Plan.

Mayor Christman indicated that Council should have a study session with Director Zuccaro to review the Implementation Plan more thoroughly.

Mayor Pro Tem A. Brown agreed.

Councilor Gallagher asked if P&Z and PTRC had made changes to the basic fabric of the Master Plan.

Director Zuccaro replied that PTRC had some recommended changes to the Master Plan but had decided to wait to recommend those changes at a future date, and clarified that process was separate from the Implementation Plan.

Mayor Christman suggested that Council should have the Master Plan to look at while reviewing the Implementation Plan.

Councilor K. Brown questioned if Council should be actively involved in the crafting of the Implementation Plan. She clarified that Council should be involved in establishing the goals and strategies but not necessarily in the minutia of implementation. She noted that the Implementation Plan had already been well vetted by staff, P&Z and PTRC.

Councilor Griffin agreed that Council could rely on those recommendations.

Councilor Hoellen agreed that P&Z and PTRC should be thanked for their work on this project as well. He indicated that he believed Council oversight of the Implementation Plan was important.

Mayor Christman noted that the Master Plan was meant to be implemented.

Director Zuccaro indicated that some actions in the implementation plan were at the staff level but others included policy decisions. He asked Council to send him any questions or recommendations so he could prepare for the study session.

Resolution 40, Series 2015; Affirming the Appointment of James E. Turre as Municipal Judge, Affirming the Appointment of Penelope D. Coffman as Alternate Municipal Judge, Appointing John F. Welborn as an Alternate Municipal Judge and Setting the Term for Each Municipal Judge Appointment

City Clerk Smith presented Resolution 40, Series 2015. She explained that in the past each new Council had appointed the municipal judges, as well as certain staff members, at their organizational meeting following each regular municipal election. She indicated that the proposed resolution would formalize this process and establish terms for the judges. She noted that the current and new judge appointments would end at the organizational meeting after the next regular municipal election.

City Attorney Michow added that without term limits state law required good cause be shown through a public hearing process in order to remove a judge. By establishing terms Council would be able to simply not reappoint a judge if they chose, rather than having to remove the judge. She noted that most municipalities had established terms for their judges and the City was unique by not having terms.

Councilor VanderWerf asked about the qualifications for a municipal judge.

City Clerk Smith replied they were outlined in the Charter and Code.

Councilor Hoellen noted that Council usually interviewed candidates for board and commission positions and that this appointment process was not as formal.

Mayor Christman indicated that she had confirmed that the City was not required to advertise for municipal judge positions. She noted that Judge Turre had personally asked Mr. Welborn to apply.

Councilor Griffin indicated that Judge Turre had long and faithfully served the City and was likely thinking about a succession plan.

Mayor Christman indicated that Councilor VanderWerf's and Councilor Hoellen's points were well taken. She stated that resumes should be reviewed for future municipal judge appointments but indicated she did not want to advertise the position.

Councilor VanderWerf asked if Council could amend the qualifications for municipal judges.

City Clerk Smith replied that Municipal Code Section 2-4-40 outlined the qualifications and Council could pass an ordinance to amend them.

Mayor Pro Tem A. Brown moved, seconded by Councilor Griffin to approve Resolution 40, Series 2015; affirming the appointment of James E. Turre as municipal judge, affirming the appointment of Penelope D. Coffman as alternate municipal judge, appointing John F. Welborn as an alternate municipal judge and setting the term for each municipal judge appointment.

The motion passed unanimously.

Resolution 41, Series 2015; Great Outdoors Colorado Local Government Park Grant

Interim City Manager/Director Goldie presented Resolution 41, Series 2015. He explained that Special Projects Coordinator Emily Kropf had been working to match City projects to available grants in order to optimize the City's competitiveness. He indicated that the proposed resolution was in support of the City's grant application to Great Outdoors Colorado (GOCO) for \$350,000 for the engineering design and first phase of construction of John Meade Park and Alan Hutto Memorial Commons.

Mayor Christman asked when the City would be notified if they had received the grant.

Parks, Trails and Recreation Administrator Berninzoni replied that the City would be notified in February or March of next year.

Interim City Manager/Director Goldie added that grant cycles often did not match up with the City's budget cycles and so staff would move forward with the project before knowing about the grant.

Councilor Hoellen asked about the definition of the first phase of construction.

Interim City Manager/Director Goldie replied that the first phase referred to in the proposed resolution was different from the first phase referred to in the John Meade Park and Alan Hutto Memorial Commons Master Plan. He explained that the first phase referred to in the proposed resolution will consist of the reconstruction of the Meade Lane and Quincy Avenue roadway crossings and demolition of the former fire station and Public Works facility. The City Engineer recommended that the first phase of construction include the roadway crossings in order to open up the largest constraints on the floodplain and reduce permitting needs for the remainder of the project.

Mayor Pro Tem A. Brown asked staff to provide an outline of the new phases for Council's information.

Interim City Manager/Director Goldie replied he would do so.

Mayor Christman asked if there was any reason the outcome of the grant application would affect the moving and demolition of the public works facility.

Interim City Manager/Director Goldie replied it would not because the City could do preliminary work and spend its matching funds on the project prior to receipt of the grant without impacting the chances of receiving the grant.

Councilor VanderWerf asked if staff needed letters of support to include with the grant application and noted that a former GOCO Board member lived in the City.

Councilor Gallagher noted that Special Projects Coordinator Kropf had asked himself and members of PTRC for letters of support.

Councilor K. Brown added that she had received a request for letters of support that addressed the benefits of the proposed play structure to young children.

Interim City Manager/Director Goldie noted that Chief Tovrea had provided contacts at the schools for letters of support as well.

Chief Tovrea added that the principal of Cherry Hills Village Elementary School would write a letter of support.

Mayor Pro Tem A. Brown moved, seconded by Councilor VanderWerf to approve Resolution 41, Series 2015, approving the submittal of the Great Outdoors Colorado Local Government Park grant application for engineering design and permitting and first phase of construction of John Meade Park and Alan Hutto Memorial Commons.

The motion passed unanimously.

Resolution 42, Series 2015; Colorado Parks and Wildlife Large Construction and Maintenance Grant

Interim City Manager/Director Goldie presented Resolution 42, Series 2015. He explained that the proposed resolution was in support of the City's grant application to Colorado Parks and Wildlife for \$130,000 for a new section of the High Line Canal trail to the south of Hampden Avenue to accommodate an underpass. He noted that this new trail section was separate from the underpass project and had not been included in the underpass scope of work. He added that the City was also planning to request an additional \$40,000 from Arapahoe County Open Space for this project.

Mayor Christman noted that the trail addition would enhance and improve safety.

Interim City Manager/Director Goldie agreed and added that it would be a nice addition to the City's trail system.

Councilor VanderWerf asked about the location of the proposed trail addition.

Interim City Manager/Director Goldie replied that it would be on the east side of the High Line Canal from Jefferson and Monroe north to Hampden Avenue.

Councilor K. Brown asked about the Denver First Church.

Mayor Christman replied that they were involved and supportive of the project.

Interim City Manager/Director Goldie added that the Denver First Church had been positive to work with.

Councilor Griffin moved, seconded by Councilor VanderWerf to approve Resolution 42, Series 2015, approving the submittal of the Colorado Parks and Wildlife large grant application for construction of a new section of the High Line Canal trail to the south of Hampden Avenue to accommodate an underpass.

The motion passed unanimously.

Resolution 43, Series 2015; Adopting the Arapahoe County Multi-Hazard Mitigation Plan

Director Zuccaro presented Resolution 43, Series 2015. He explained that the resolution would adopt the new Arapahoe County Multi-Hazard Mitigation Plan which would make the City eligible for funding and technical assistance from state and federal hazard mitigation programs. He noted that Arapahoe County took over responsibility for development of the plan from DRCOG for all local jurisdictions in the County due to current FEMA requirements that the plan be adopted at the local or county level.

Mayor Christman asked if the City needed to make any changes to policies or procedures based on the plan.

Director Zuccaro replied that the plan reiterates what the City is already doing.

Councilor Gallagher moved, seconded by Councilor Griffin to approve Resolution 43, Series 2015, adopting the 2015-2020 Arapahoe County, Colorado, Multi-Hazard Mitigation Plan.

The motion passed unanimously.

City Manager Search and Recruitment Agreement

HR Analyst Ducharme presented an agreement between the City and Slavin Management Consultants to provide recruitment services for the City Manager hiring process. She explained that the agreement term was through January 31, 2016 or until services agreed upon were completed, but not to exceed 60 days. She noted that a correction to the reimbursable expenses on page three of the contract was on the dais. She indicated that the professional fee would be for \$15,135.00. The reimbursable expenses had a cap based on 55% of the professional fee. Reimbursable expenses included the consultants' travel to conduct site visits with the candidates. She noted there had been some confusion as to whether the reimbursable expenses were based on 50% or 55% of the professional fee. The reimbursable expenses had been based on 50% without including the consultants' travel expenses but staff believed it was in the best interests of the City to include the travel expenses in the cap for the reimbursable expenses at 55%. The City would also be obligated to cover the costs of candidate travel to the City. She clarified that while the direct point of contact was identified as the Mayor and Council but that did not limit or restrict the Council from delegating to specific members of Council or staff as points of contact.

Mayor Christman asked about the term of 60 days.

HR Analyst Ducharme replied that if the project went beyond the January 31, 2016 deadline it was not to exceed 60 days past that date.

Mayor Christman reported that she had contacted several local mayors who had used Slavin and they were generally happy with the candidates but had similar concerns regarding not having enough time with the applicants.

Councilor Griffin noted that the City's search for a new police chief had a successful structure and suggested that the same format be used for the city manager process.

Mayor Christman noted that structure did not work as well with city managers because it was difficult to find city managers to sit on the city manager panel.

Councilor VanderWerf asked if the process would include citizen involvement.

HR Analyst Ducharme replied that Slavin was open to designing the process as Council desired.

Councilor Griffin noted that the police chief process included three panels, a citizen committee, a police chief committee and a staff committee.

HR Analyst Ducharme replied that the difficulty with a city manager panel was in the relationships between the candidates and the panel members, and so the panel members may have to be chosen based on the candidates.

Councilor K. Brown noted that all the consultants seemed to be open to crafting the interview process as Council wanted.

Councilor Hoellen indicated that he suspected some of the issues with having sufficient time with the candidates may be scheduling conflicts and he suggested that Council's flexibility with scheduling would be important during the process. He added that including citizen input would require even more flexibility.

Mayor Christman commented that flexibility for Council's desires was built into the agreement.

Councilor Gallagher indicated the need for a clear set of rules and guidelines for how and when candidates could talk to staff during their visits to the City. He stated that it would be important for Slavin to allow candidates talk to staff during the process.

Councilor Hoellen noted that Slavin would have an agenda for each candidate's visit.

Mayor Pro Tem A. Brown asked if the Slavin representative for the city manager search was named.

Councilor K. Brown replied that the proposal stated that Mr. Slavin would manage and serve as the lead consultant for this project.

HR Analyst Barlow added that the proposal was attached to the agreement.

Mayor Pro Tem A. Brown asked if the proposal was referenced in the agreement.

City Attorney Michow confirmed that it was.

Councilor Hoellen moved, seconded by Councilor Griffin to approve the City Manager Search and Recruitment Agreement between the City of Cherry Hills Village and Slavin Management Consultants to assist in the City Manager recruitment process.

The motion carried unanimously.

Council Bill 6, Series 2015; Authorizing a Supplemental Appropriation for City Manager Search Firm Expenses in Fiscal Year 2015 (first reading)

Director Proctor presented Council Bill 6, Series 2015 on first reading. She explained that the supplemental appropriation was for \$24,000 in the 2015 budget for executive search firm expenses to assist in hiring a new city manager.

Councilor Hoellen noted that the \$24,000 covered the professional fee and reimbursable expenses but did not cover the cost of candidate travel to the City.

Director Proctor replied that any extra costs for candidate travel could likely be covered by current budgeted funds and if not staff could bring another supplemental appropriation to Council.

Councilor Gallagher moved, seconded by Councilor VanderWerf to approve Council Bill 6, Series 2015; A Bill for an Ordinance of the City of Cherry Hills Village Authorizing a Supplemental Appropriation for Executive Search Firm expenses in the amount of \$24,000 for Fiscal Year 2015 on first reading.

The following votes were recorded:

Gallagher	yes
Griffin	yes
A. Brown	yes
VanderWerf	yes
K. Brown	yes
Hoellen	yes

Vote on the Council Bill 6-2015: 6 ayes. 0 nays. The motion carried.

Benefit Consulting Services Agreement

HR Analyst Ducharme presented an agreement between the City and Mesirow Insurance Services Inc. to provide insurance brokerage services for employee benefit programs. She noted that the agreement had a five year term with an end date of September 2020 and could be cancelled by the City at any time with a 30 day notice period. She explained that there is no direct cost to the City for the brokerage services as compensation to the firm is commission based through insurance carrier premiums for the City. She added that it has been the practice of the City to pay a portion of employee health insurance premiums so the City would indirectly pay a portion of the firm's costs. She explained that the City had been working with the same insurance broker for over 15 years and due to her anticipated retirement as well as the best interests of the City, in order to continue to comply with federal laws and remain competitive with its benefits package, as well as to establish best practices, a Request for Proposals (RFP) process was conducted. She noted an updated version of the agreement was on the dais which corrected the company's preferred title, officer's title and the corporation's location. Also on the dais was Mesirow's preferred language change in the scope of services which was highlighted for Council's consideration. She indicated that staff felt Mesirow's request to change wording in sections 1 and 4 of the scope of services are reasonable. She noted that Mesirow had communicated with staff that they did not want to jeopardize the approval of the agreement by making the proposed changes to the scope of services.

Councilor Griffin asked if the firm was a registered broker.

HR Analyst Ducharme replied they were.

Councilor Hoellen asked about item 12 of the scope of services which referred to disclosure of fees paid and expressed concern that the consultant would not recommend the organization which paid them the highest fees.

HR Analyst Ducharme replied that the fee disclosures were communicated to the City from the insurance carriers rather than from the consultants.

Mayor Christman indicated she preferred not to make the changes to the scope of services that the firm had requested. She explained that she expected the firm to help the City comply with the law.

City Attorney Michow noted that the firm's preferred wording stated that they would "assist" in compliance with federal requirements.

Mayor Christman stated that she preferred the term "ensure".

City Attorney Michow noted that "ensure" had been included in the RFP.

HR Analyst Ducharme indicated that in an RFP process there was normally wording in the RFP that states "pursuant to review of the contract by both parties", but that the City's RFP did not include that wording. She explained that when the agreement was created staff used the exact wording from the RFP.

Councilor Hoellen noted that the wording should be "assist the City" instead of "assist the plans".

Mayor Christman indicated she preferred "ensure".

Councilor Gallagher questioned the consultants' ability to ensure compliance.

Councilor Hoellen agreed and suggested "assist the City in ensuring".

Mayor Christman indicated that "ensured" was not an indemnity and meant reasonable assistance to meet the standards of the time. She noted that the original wording meant that the City was looking to the consultants to tell the City that the City is in compliance.

Councilor Gallagher agreed with Councilor Hoellen's suggestion of words.

Councilor K. Brown indicated that Mayor Christman's point was that the "assist" wording placed the responsibility completely on the City.

Councilor VanderWerf suggested using the word "reasonable".

Mayor Christman indicated that the consultants had indicated they were open to the original wording.

Councilor Gallagher indicated that the insurance requirement should include professional liability.

HR Analyst Ducharme replied that was required in the RFP and part of the overall services the consultant would provide. She noted that it was stated under section 8 of the agreement.

Mayor Pro Tem A. Brown moved, seconded by Councilor VanderWerf to approve the Benefit Consulting Services Agreement between the City of Cherry Hills Village and Mesirow Financial to assist and advise the City on benefit plans for employees.

The motion passed unanimously.

REPORTS

Mayor's Report

Mayor Christman reported that CDOT would hold a transportation summit on October 28th dealing with how technology will affect transportation issues, interstate transportation, and funding. She noted that she received interest from a citizen in working with CDOT. She asked if any Councilor would like to attend on the Council's behalf.

Councilor K. Brown volunteered.

Mayor Christman reported that she had a lengthy discussion with the United States Postal Service District Manager regarding applying for a unique City zip code. She explained that it was a difficult process but that she would be persistent.

Members of City Council

Councilor Gallagher reported that his neighborhood had held their annual October Fest and it had gone well.

Councilor Griffin reported that the Car Show had received excellent attendance and thanked staff for their work. He added that the Board of Adjustment and Appeals would meet tomorrow night.

Mayor Pro Tem A. Brown reported that a resident had contacted him about undergrounding utility lines on his private property and the frustration with Xcel Energy and changing price quotes. He also reported that he had worked with staff to interview three candidates for the City's new traffic study and they had selected a finalist. He noted that Interim City Manager/Director Goldie was working to adjust the scope of services for the City's needs and budget and that the agreement would come to Council for consideration soon.

Councilor VanderWerf agreed that the Car Show had been a success. She reported that the Public Art Commission's fundraiser hosted by Wells Fargo on September 30th had been terrific and they were over the \$300,000 mark. She asked staff about the result of the speed study on Dahlia.

Interim City Manager/Director Goldie replied that staff had performed speed studies on both the southern and northern portions of Dahlia Street but no speed issues had been found. He indicated that the information had been given to the residents on the southern portion of Dahlia and staff would conduct another speed study after the road was paved. He added that the Police Department would have a meeting with the residents on the northern portion of Dahlia Street.

Chief Tovrea noted that Sergeant Wilson would meet with residents.

Councilor K. Brown asked to be included in the meeting.

Mayor Christman noted that the speed study report was very interesting.

Councilor K. Brown reported that the Barn Party had gone well. She indicated that she had been invited by the Denver First Church (DFC) to attend their dedication ceremony

on September 20th and they had been very gracious and appreciative that she had been able to attend. She noted that the DFC had a strong and productive relationship with the City and was an enthusiastic member of the community.

Councilor Hoellen reported that he had met with a former colleague who now worked for OpenGov, a cloud-based service for government budgets that provided increased transparency for citizens and increased functionality for Council. He explained that he had participated in a webinar today with staff.

Members of City Boards and Commissions

None

City Manager & Staff

Interim City Manager/Director Goldie reported that the Village Center would be a ballot drop-off site for the November election. He noted that the 2016 Council meeting dates were included in Council packets.

Councilor K. Brown asked if Council had agreed to cancel the first meeting in July.

City Clerk Smith replied that the City Council Rules of Procedure had been amended to move the December meeting to the second Wednesday of the month but no amendments to the July meetings had been made. She indicated that staff could bring that amendment back for Council's consideration.

Council agreed to cancel the July 5, 2016 meeting.

Interim City Manager/Director Goldie asked for direction from Council regarding continuation of the City's hazardous household materials door to door pick up program through Waste Management. He explained that the program allowed for one pick up per resident per year with the resident paying \$20 and the City paying \$89 per pick up.

Councilor VanderWerf asked if the City encouraged neighbors to collect a larger amount for pickup.

Interim City Manager/Director Goldie agreed that the City encouraged residents to collect larger amounts in order to use the program more effectively. He noted that if the amount of the pickup was over the total \$109 amount then the resident would have to pay the additional cost.

Mayor Christman asked about the maximum amount of pickups per year.

Interim City Manager/Director Goldie explained that the program was for up to \$5,000 in costs to the City but the City had never reached that maximum. In the last five years the program had been used 102 times, or about 20 times per year. An article about the program was included in the Village Crier once or twice each year. He explained that the City could change the program to have hazardous household waste drop off in conjunction with paint day during Spring Clean Up just once a year. Council could also decide to reduce the cost for residents.

Councilor VanderWerf indicated that it was good to require a copay in order for residents to be invested in the program.

Councilor K. Brown asked if staff had ever looked into a recycling program for turkey fryer oil.

Councilor Griffin asked about motor oil.

Interim City Manager/Director Goldie indicated that motor oil was included in the hazardous household materials pick up program.

Councilor Hoellen asked if Colorado State Statutes required paint stores to take back used cans of paint.

City Attorney Michow agreed that there was a new law regarding paint recycling, but was not sure of the details.

Interim City Manager/Director Goldie reported that the Police Department had collected almost 80 pounds of drugs during their recent Drug Take Back Event.

City Attorney

City Attorney Michow reported that she was wrapping up some large projects.

Mayor Christman asked how the recent Supreme Court case regarding signage would affect the City.

City Attorney Michow explained that the court case had determined that sign regulations could not be content based and that she would work with Director Zuccaro to ensure that the City's Code was in compliance.

Councilor Hoellen asked if the City's current sign regulations were enforced.

Director Zuccaro replied that the City was strict in enforcing the regulation that prohibits signs in public rights-of-way.

ADJOURNMENT

The meeting adjourned at 8:26 p.m.





Laura Christman, Mayor



Laura Smith, City Clerk