

RECORD OF PROCEEDINGS

Minutes of the
City Council of the City of Cherry Hills Village, Colorado
Held on Tuesday, November 15, 2016 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 roll call. Also present were City Manager Jim Thorsen, Deputy City Manager and Public Works Director Jay Goldie, City Attorney Linda Michow, Finance Director Karen Proctor, Police Chief Michelle Tovrea, Community Development Director Rachel Hodgson, Human Resource Analyst Kathryn Ducharme, Public Works Project and Right-of-Way Manager Ralph Mason, Accounting Clerk/Crier Editor Jessica Sager, Special Projects Coordinator Emily Black, and City Clerk Laura Smith.

Absent: none

PLEDGE OF ALLEGIANCE

The Council conducted the pledge of allegiance.

PRESENTATION OF FEMA PLAQUE

Director Hodgson explained that the City had received a class rating of seven from FEMA. She noted that the City had participated in the National Flood Insurance Program's Community Rating System since 1978 which made residents eligible for Federally-backed flood insurance. She explained that the class rating scale was one to ten and a lower score entitled residents to a higher discount on their flood insurance. She indicated that the City's score of seven entitled residents to a 15% discount. She presented the plaque from FEMA for the City to Council.

Mayor Christman directed staff to notify residents of the flood insurance discount through the Village Crier. She noted that properties both in and near the floodplain were eligible for flood insurance.

AUDIENCE PARTICIPATION PERIOD

Bob Barnett, 30 Meade Lane, indicated that he had been a supporter of artist Emmett Culligan for over 30 years. He noted that Council was considering purchase of the *Rubric* series piece, currently on loan to the City and located on the Quincy Avenue side of the Joint Public Safety Facility, on tonight's agenda. He stated that the *Rubric* series piece would be a wonderful addition to the Butterfield piece. He indicated that the quality of art in the City was excellent. He stated that the *Rubric* series piece was undervalued for what it was worth. He added that purchase of the *Rubric* series piece would be a value for the City.

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 – November 1, 2016

- b. Extension of Agreement with the Humane Society of the South Platte Valley for Animal Sheltering Services

The motion passed unanimously.

ITEMS REMOVED FROM CONSENT AGENDA

None

UNFINISHED BUSINESS

Continued from October 18, 2016 – Public Hearing to Consider a Request by David Mosteller of 1550 East Oxford Lane and 4180 South Humboldt Street for a Variance from Municipal Code Section 16-5-30(b) Concerning Minimum Lot Area for Approval of a Minor Lot Adjustment

Deputy City Manager/Director Goldie explained that the applicant, Mr. Mosteller, was unable to attend tonight's meeting to address some of the questions Council had posed at the October 18, 2016 meeting and so had requested a continuance to the December 14, 2016 meeting.

Mayor Pro Tem A. Brown moved, seconded by Councilor Griffin to continue the Public Hearing to Consider a Request by David Mosteller of 1550 East Oxford Lane and 4180 South Humboldt Street for a Variance from Municipal Code Section 16-5-30(b) Concerning Minimum Lot Area for Approval of a Minor Lot Adjustment to the December 14, 2016 City Council meeting.

The motion passed unanimously.

NEW BUSINESS

Public Hearing - Proposed 2017 Budget

Director Proctor presented the proposed 2017 budget on first reading. She indicated that tonight's public hearing had been noticed in the November 3, 2016 issue of the Villager Newspaper. She noted that second reading of Council Bills 8 and 9, Series 2016 would be held on December 14, 2016. She explained that the proposed 2017 budget was presented with a balanced General Fund of approximately \$7 million and a projected balance of \$4.4 million at the end of 2017. This balance was 64% of General Fund expenditures and so over the 50% required by the City's fund balance policy. Staff had moved expenses for the Parks Department from the General Fund to Fund 30. The budget included a COP payment of \$251,000 from the General Fund. General Fund revenues for 2017 were projected to be about 1% lower than 2016 due to slight decreases in property tax, motor vehicle use tax and sales tax. Some General Fund expenditures for 2017 were projected to be higher than 2016 including 3% salary increases, a new City website, a health initiative in the Police Department, new Public Works equipment and a new way of striping streets. Decreases in General Fund expenditures in 2017 consisted of a \$20,000 decrease in property/casualty insurance, a decrease in tuition reimbursement requests, IT and data processing costs were moved from the Public Safety to the IT budget, and removal of the Green Building Rebate program funds since the program had not been used since its inception.

Director Proctor explained that the proposed changes to the Capital Fund for 2017 included a return of one mill of property tax to the Parks and Recreation Fund; return of Parks equipment and vehicle expenses to the Parks and Recreation Fund; bond proceeds of \$5.35 million; \$2.8 million expenditure for a new Public Works facility and

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Village Center; and repayment of \$2.5 of Public Works facility expenses from 2016 from bond proceeds in 2017. The Capital Fund was projected to have an ending fund balance of \$6.4 million at the end of 2017. The Capital Fund was also proposed to include new vehicles for the Police Department and several projects for the Public Works Department such as street improvements, storm sewer mapping, upgrade of school traffic lights on Quincy, and a new traffic signal at Glenmoor.

Director Proctor indicated that the proposed 2017 budget for Fund 7, Conservation Trust, included expenditures for trail development on the Denver First Church property and for the Hampden underpass of the High Line Canal. Fund 8, Catherine Anderson, included expenditures for Quincy Farm maintenance, utilities and consulting. Fund 14, Arapahoe County Open Space, included expenditures for trail and park improvements. Fund 20, Water and Sewer, included expenditures for continued repairs and maintenance.

Director Proctor stated that the proposed 2017 budget Parks and Recreation Fund included 1 mill (\$336,000) of property tax that was returned from the Capital Fund; \$7.55 million in bond proceeds; \$3.7 million in expenditures for John Meade Park; \$3.85 million in expenditures for the Public Works facility and Village Center; a COP payment expense of \$347,717; and a projected ending fund balance of approximately \$2 million at the end of 2017.

Director Proctor explained that the allocation of COP proceeds and payments was based on staff's determination that 50% (\$2,350,000) of the cost/payment for the Public Works facility would be from the Parks Fund and 50% (\$2,350,000) from the Capital Fund; 33% (\$1,500,000) of the cost/payment for the Village Center would be from the Parks Fund and 67% (\$3,000,000) from the Capital Fund; and 100% (\$3,700,000) of the cost/payment for John Meade Park would be from the Parks Fund and 0% from the Capital Fund.

Mayor Christman asked if Council decided not to redevelop John Meade Park if that \$3.7 million could be used for the new Public Works and/or City Hall facilities.

City Manager Thorsen replied that bond funds were allocated for specific projects and if a project was not realized those funds could not be used for a different project.

Mayor Christman asked if the mill levy revenue allocated for the Parks Fund in the budget could be used for other purposes.

City Manager Thorsen replied that the Parks Fund mill levy revenue must be used for parks related purposes.

Councilor Gallagher asked if the percentage of funds allocated for the specific projects could be altered once the COPs were issued.

City Manager Thorsen replied that the budget was a guiding document and the percentages presented in the budget could be altered after the budget was approved by Council up until the COPs were issued. He indicated that once the COPs had been issued the percentages could not be altered.

Councilor Hoellen noted that Council's vote on the budget was completely separate from a vote on the COPs or expenditure for the John Meade Park, Public Works or City Hall projects.

City Manager Thorsen confirmed that was correct. He indicated that the budget was a planning document and that staff would bring the COPs back for Council's consideration as a separate agenda item.

Councilor Hoellen stated that the budget could be altered after it was adopted but that Council needed to be sure of the percentages for the COPs before issuance.

City Manager Thorsen confirmed that was correct.

Councilor VanderWerf asked if the COPs could be paid off early without any penalty.

City Manager Thorsen replied that if the projects came in under budget and the City had extra COP proceeds those could be used to make the COP payments. The City could buy out the remaining COPs for a one-time fee at a certain timeframe called a call period, which was usually around 10 years.

Mayor Pro Tem A. Brown asked about funds for the Hampden underpass project.

Deputy City Manager/Director Goldie replied that staff still expected to expend the funds in the 2016 budget on that project, and if that did not occur then those funds would need to be added to the 2017 budget.

Mayor Pro Tem A. Brown noted that the Hampden underpass project was organized into three years of payments and asked where the 2018 payment would come from.

Director Proctor replied it would come from the Capital Fund or Open Space Fund.

Mayor Pro Tem A. Brown asked if staff knew why sales tax revenues were down.

Director Proctor replied that she believed it was because more businesses were becoming aware of the City's exemption of sales tax on deliveries into the City. She added that sales tax revenue from organizations within the City such as Cherry Hills Country Club had not gone down. She noted that a couple of the commercial units at the Hampden Shoppes had closed during construction.

Mayor Pro Tem A. Brown asked if staff could approximate what percentage of sales tax revenues received now was from businesses inside the City compared to businesses outside of the City.

Director Proctor replied that she could research that information for Council.

Councilor Griffin asked why the tuition reimbursement amount was decreasing.

Director Proctor replied that most of staff had already utilized the reimbursement program in past years to receive their degrees and so there was a reduced need for the program.

Councilor Griffin stated that it was important that staff understand Council's support of continuing education.

Councilor Gallagher asked what kinds of classes were reimbursed.

Director Proctor replied that the policy states that courses had to be job-related and approved by a Department Director or by the City Manager.

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Councilor Hoellen questioned the portion of Council Bills 8 and 9, Series 2016 which both stated that the Council could transfer any unexpended balance between funds.

Director Proctor replied that was an incorrect statement and would be removed for second reading of the council bills.

Mayor Christman opened the Public Hearing at 6:55 p.m. Hearing no comments, the Public Hearing was closed at 6:56 p.m.

Council Bill 8, Series 2016; A Bill for an Ordinance Adopting a Budget and Levying Property Taxes for the City of Cherry Hills Village, Colorado for the Fiscal Year 2017 (first reading)

Councilor Griffin moved, seconded by Councilor VanderWerf to approve Council Bill 8 Series 2016 A Bill for an Ordinance Adopting a Budget and Levying Property Taxes for the City of Cherry Hills Village, Colorado for Fiscal Year 2017 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 8-2016: 6 ayes. 0 nays. The motion carried.

Council Bill 9, Series 2016; A Bill for an Ordinance of the City of Cherry Hills Village, Colorado Authorizing Appropriations for Fiscal Year 2017 (first reading)

Councilor Hoellen moved, seconded by Councilor VanderWerf to approve Council Bill 9 Series 2016 A Bill for an Ordinance of The City of Cherry Hills Village, Colorado Authorizing Appropriations for Fiscal Year 2017 on first reading.

The following votes were recorded:

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

Vote on the Council Bill 9-2016: 6 ayes. 0 nays. The motion carried.

Council Bill 10, Series 2016; Approving a Supplemental Appropriation for Utilities at Quincy Farm (first reading)

Director Proctor presented Council Bill 10, Series 2016 on first reading. She explained that in 2007, Catherine H. Anderson placed a conservation easement on her property, Quincy Farm, to preserve its scenic, historic and natural value in perpetuity. Cat donated her entire property, subject to the conservation easement, to the City of Cherry Hills Village upon her passing. Cat passed away in June of 2016. The City was unable to anticipate when they would take ownership of Quincy Farm and therefore did not include utility expenses in the 2016 budget. The utility expenses had been

approximately \$900/month. Therefore, Council Bill 10, Series 2016 would approve a supplemental appropriation in the amount of \$5,400 (\$900 x 6 months) for the utilities account in the Catherine H. Anderson Land Donation Fund. If approved, the utilities account in the Catherine H. Anderson Land Donation Fund would be increased from \$0 to \$5,400. However, this should not cause a decrease to fund balance because staff had forecasted that revenues would exceed budgeted revenues in this fund and would cover the increase in expenditures. Utility expenses for Quincy Farm had been included in the 2017 budget.

Councilor K. Brown moved, seconded by Councilor Griffin to approve Council Bill 10, series 2016 on first reading; A bill for an ordinance of the City of Cherry Hills Village, authorizing a supplemental appropriation in the amount of \$5,400 for utility expenses for Quincy Farm for fiscal year 2016.

The following votes were recorded:

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

Vote on the Council Bill 10-2016: 6 ayes. 0 nays. The motion carried.

Public Art Commission Recommendation for Purchase of *Rubric* Series Piece by Emmett Culligan

Director Proctor explained that the Public Art Commission (PAC) began working with artist Emmett Culligan in 2014 when he participated in the PAC's call for entries through the CaFE website. The PAC recommended that Council approve the loan of a new piece from Mr. Culligan's *Rubric* series for \$8,000 with the option to purchase the piece for an additional \$7,000. Council approved the loan at their November 18, 2014 meeting. The *Rubric* series piece was dedicated on October 6, 2016 on the Quincy Avenue side of the Joint Public Safety Facility. The piece was on loan to the City for a two year period, ending on October 6, 2018. Mr. Culligan has stated that he is willing to honor the \$15,000 purchase price for the City. At their October 31, 2016 meeting the PAC voted unanimously to recommend that Council approve the purchase of the *Rubric* series piece. The remaining balance of \$7,000 of the purchase price would be paid from the PAC budget. The PAC had over \$13,000 remaining in its 2016 budget.

Councilor Hoellen asked what the retail market value of \$45,000 was based on.

Director Proctor replied that amount had come from the artist when the City asked for the amount for insurance purposes.

Councilor Hoellen asked if this purchase would have an impact on the City's budget going forward.

Director Proctor replied that any maintenance costs would be minimal and be covered by the PAC's annual budget.

Councilor VanderWerf noted that the market value was likely based on recent sales of the artist's work and on the cost of materials as the materials used in *Rubric* were more costly than in some of Mr. Culligan's other pieces.

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Councilor Gallagher noted that the Council could approve the purchase for \$7,000 now or run the risk of someone else making an offer on the piece during the loan period and then receive first right of refusal.

Director Proctor agreed and noted that waiting carried the risk of the price increasing.

Councilor VanderWerf added that the PAC had the funds to purchase this piece in its 2016 budget but had not planned to include the purchase cost in the 2017 budget.

Mayor Christman indicated that she had heard concerns from some residents that the artwork did not match the rural character of the Village. She noted that she personally liked the piece and was not commenting on its quality. She stated that Council did not have clearly established criteria on which to base the decision to purchase a piece of art.

Councilor Griffin replied that the City had a PAC for just that reason and Council should rely on their expertise. He noted that Council had allocated a budget to the PAC and he did not support overriding the PAC's recommendation.

Councilor Hoellen agreed and noted that art was subjective and there would always be people who did not like a particular piece. He indicated that if the City had decided to be an art community and formed the PAC for that purpose then the Council should trust the PAC. He stated that as long as their recommendation was within their current budget and did not impact future budgets he was supportive.

Mayor Pro Tem A. Brown agreed and noted that any piece of artwork would likely have some opposition. He indicated that he was in favor of purchasing below retail and supported the PAC's recommendation.

Councilor Gallagher noted that the Master Plan did not reference public art, but rather emphasized protection of the pastoral and semi-rural character of the Village. He indicated that there had been communication issues between the PAC and Council in the past on location and he had concerns with approving art that jeopardized the pastoral character of the City. He stated that the community had indicated that less was better and that they did not want change.

Councilor VanderWerf indicated that the PAC had heard Council's concerns and did not propose to have public art everywhere, but rather have about six sites on which loaned art would rotate. She explained that the PAC had discussed possible sites with a group of citizens and most sites were in the Quincy corridor. She indicated that the sites the PAC was considering were at Clarkson and Quincy; the southeast corner of University and Quincy; the northwest corner of University and Quincy; the Denver Water pocket park at Quincy and Holly; the southeast corner of Happy Canyon and Quincy; and the north side of Belleview at Holly. She noted that these locations were not in parks as identified in the Municipal Code, although the PAC was aware that they needed to consult with the Parks, Trails and Recreation Commission (PTRC) on artwork in the Denver Water pocket park. She added that the PAC and PTRC had begun early conversations on possible artwork for the redeveloped John Meade Park, which could be made of natural materials. She noted that the High Line Canal Conservancy Master Plan could include using artwork made of natural materials along the High Line Canal to serve as an identifying feature of the High Line Canal.

Councilor Gallagher asked about the permanent collection of artwork versus loans of artwork.

Councilor VanderWerf replied that the PAC did not anticipate another purchase after the *Rubric* series piece, except perhaps for John Meade Park. She added that the City had the option of selling the pieces it owned.

Councilor K. Brown noted that the \$7,000 purchase price for the *Rubric* series piece did not have a time period attached to it.

Councilor Hoellen agreed that the contract was missing information.

Councilor K. Brown stated that she was not sure of the risk that the price would increase in the next two years because it was unclear that the option to purchase for \$7,000 would expire before the loan period ended.

Mayor Christman and Councilor Hoellen agreed.

Councilor VanderWerf agreed that the contract should have been clearer and that the PAC was aware that the contract needed to be updated.

Councilor K. Brown asked if the loan agreement was the only contract between the City and the artist.

City Manager Thorsen confirmed that it was. He suggested that Council's intent when approving the loan was that the option to purchase for an additional \$7,000 would be in effect anytime during the two year loan period, unless the artist received a purchase offer of more than \$15,000 at which point the City had first right of refusal to purchase the piece for the new offer price. He indicated that staff would work with the PAC to improve the contract.

Mayor Christman stated that apart from this specific piece it would be helpful to know the criteria that the PAC used to determine when they would recommend acquiring a piece of art and when they would recommend accepting a donation of a piece of art.

Councilor Gallagher agreed.

Councilor Hoellen agreed that the PAC was vague and its operation should be clear to Council but indicated that Council should not substitute their judgment for the PAC. He noted that the PAC had the funds now for the purchase of the *Rubric* series piece, and if Council did not approve their recommendation they ran the risk of the price going up. He indicated that if the \$7,000 price was good for the length of the two year loan then he would support waiting to make the decision of whether to purchase the piece. He indicated that not having the PAC's guidelines for purchasing art or accepting donations of art should not influence this decision. He stated that he hoped issues with the PAC would be less nebulous going forward.

Councilor VanderWerf noted that the PAC was strongly in agreement with having much more clarity going forward.

Councilor K. Brown agreed with Councilor Hoellen and noted that the Council had created the PAC, appointed its members, allocated their budget, and it was the PAC's job to make these recommendations. She indicated that she viewed this issue from a financial standpoint and noted that the City had already invested \$8,000 in the *Rubric* series piece and the total price of \$15,000 could be seen as a valuable investment for the City. She added that the City could sell the piece in the future if they chose, and that the \$7,000 expenditure would be capitalizing on an investment the City had already made.

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Councilor VanderWerf moved, seconded by Mayor Pro Tem A. Brown move to approve the purchase of the *Rubric* series piece by Emmett Culligan currently on loan to the City for the purchase price of \$15,000, of which \$8,000 has already been paid by the City and \$7,000 remains to be paid, on terms and conditions set forth in an agreement to be executed between the City and Mr. Culligan.

The motion passed unanimously.

Resolution 17, Series 2016; Approving an Intergovernmental Agreement with Arapahoe County for Dispatch Services in 2017

Chief Tovrea presented Resolution 17, Series 2016, approving an intergovernmental agreement (IGA) with Arapahoe County for dispatch services in 2017. She explained that the County had provided dispatch services to the City for decades and had done so through an IGA since 2010. She noted that the cost had not changed since 2015 and \$92,000 was allocated in the 2017 budget for this service. She added that the price would likely increase for 2018. She thanked City Attorney Michow for reviewing the IGA and working with the County on updating the IGA. She indicated that staff had an excellent relationship with the County and this was an important service that the County provided. She noted that the amount the City paid for this service paled in comparison to the amount it would cost to run its own dispatch center.

Mayor Christman asked about the cost that other municipalities paid per capita for this service.

Chief Tovrea replied she did not know but could collect that information.

Councilor Griffin asked what the alternative to using Arapahoe County's dispatch services would be.

Chief Tovrea replied that Greenwood Village had their own dispatch center that the City could hypothetically become a part of.

Councilor K. Brown moved, seconded by Councilor Hoellen move to approve Resolution 17, Series 2016, approving an intergovernmental agreement with Arapahoe County for dispatch services in 2017.

The motion passed unanimously.

Resolution 16, Series 2016; Approving an Intergovernmental Agreement with Arapahoe County Regarding Shared Use of the Radio Communications Network System

Chief Tovrea presented Resolution 16, Series 2016, approving an intergovernmental agreement (IGA) with Arapahoe County regarding shared use of the radio communications network system (RCNS). She explained that Arapahoe County had provided shared use of its RCNS with the City since at least the 1990s. She indicated that the County was updating the previous agreement, and staff had worked with City Attorney Michow and the County on the IGA presented for Council's consideration. She noted that the IGA required a one-time user fee of \$325 for each new radio and an annual maintenance and operation fee of \$25 per unit. She indicated that the City had 65 radios within the Police Department and Public Works and was not anticipating adding any at this time. She noted that the RCNS also included secured radio channels.

Councilor Hoellen noted that if staff anticipated needing any additional radios in the near future they should purchase them before the end of the year when the \$325 fee for new radios would take effect.

Councilor K. Brown asked about the \$25 maintenance fee.

Chief Tovrea replied that if there was an issue with the radio then it was sent to the manufacturer, but if the radio just needed an update it was sent to the County.

Councilor Gallagher asked about the lifespan of the radios.

Chief Tovrea replied that they could last a long time but that staff was in the process of upgrading them in order to keep up with anticipated new Federal requirements.

Mayor Christman asked what other communities paid for this service.

Chief Tovrea replied that she would collect that information.

Councilor Hoellen suggested that all of the City's contracts should include a "most favored nations" clause.

Councilor Griffin asked if the secured radio channels were encrypted.

Chief Tovrea replied that she was not sure but could get that information. She indicated that any information transmitted through NCIC and CCIC had to be encrypted.

Councilor K. Brown asked if the \$325 user fee for each new radio applied to radios that were traded in.

Chief Tovrea replied that it would only apply to radios beyond the City's current 65 radios.

Mayor Christman noted that the IGA was not clear.

Chief Tovrea indicated that staff had worked with the County to conduct a complete audit of the City's radios in the process of updating the IGA.

Councilor Hoellen noted that the IGA did not define the word "serialized".

City Attorney Michow indicated that the IGA stated that "replacement devices are not subject to this user fee."

Councilor Gallagher moved, seconded by Mayor Pro Tem A. Brown move to approve Resolution 16, Series 2016; approving an Intergovernmental Agreement with Arapahoe County regarding shared use of Arapahoe County's Radio Communications Network System and Consolidated Communications Network of Colorado.

The motion passed unanimously.

REPORTS

Mayor's Report

Mayor Christman noted that the next Council meeting would be Wednesday, December 14th which was the only Council meeting in December. She reported that she and City Manager Thorsen had attended the Blue Ribbon event for the lower school at St. Mary's Academy. She explained it was a Federal award and St. Mary's was the only private school in Colorado that received it. She welcomed the newly elected Council members.

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Members of City Council

Councilor Hoellen had no report.

Councilor K. Brown had no report.

Councilor VanderWerf reported that revenues for the Village Crier were below budget and below 2015 numbers. She explained that the City had received \$10,000 in 2015 for advertisements in the Crier and so far for 2016 had received only \$7,000. She noted that in the past the City had permitted non-profits to advertise in the Crier free of charge but beginning in 2017 would give only the first advertisement for free in a calendar year and charge \$125 for a half page and \$250 for a full page ad. She added that the City had received \$7,000 in 2015 in donations and so far for 2016 had received only \$5,000. She strongly encouraged her fellow Council members to make their contributions if they had not already done so.

Councilor Hoellen noted that he often lost the small donation envelopes that were included in the Crier and suggested that a more obvious method could be used to solicit donations. He asked about the decrease in advertising revenue.

Councilor VanderWerf noted that advertising fees had increased because the Crier was now a monthly publication instead of a bi-monthly publication.

Accounting Clerk/Crier Editor Sager added that advertisers were picking and choosing which issues to pay for instead of advertising consistently throughout the year.

Councilor Hoellen asked about the change in advertising costs.

Accounting Clerk/Crier Editor Sager replied that the cost per issue for residents had increased from \$20 to \$25, and for nonresidents from \$40 to \$45.

Councilor Hoellen indicated that the Crier was an important method to communicate with residents. He stated that he liked the new format and the Mayor's Musings.

Mayor Christman noted that the City did not have an advertising department to generate revenue.

Councilor Gallagher asked what percentage of City households had donated to the Crier in 2016.

Accounting Clerk/Crier Editor Sager replied it was difficult to say. She noted that staff was working on adding an option for online donations to the City website and that she was sending letters to old advertisers to encourage them to advertise again.

Councilor K. Brown suggested that the new design might appear to be more of a City publication which might be discouraging residents from donating, as opposed to the old format which appeared to be more of a volunteer or grassroots publication.

Mayor Pro Tem A. Brown had no report.

Councilor Griffin reported that the Cherryridge neighborhood had installed its Christmas lights.

Councilor Gallagher reported that he had seen deer in his backyard.

Members of City Boards and Commissions

None

City Manager & Staff

City Manager Thorsen reported that repair work was being done on Quincy near Franklin where a small water leak had occurred.

City Attorney

City Attorney Michow introduced her new Associate Attorney Christiana McCormick.

EXECUTIVE SESSION AND ADJOURNMENT

Mayor Pro Tem A. Brown moved, seconded by Councilor Griffin that the City Council go into Executive Session Pursuant to C.R.S. Sec. 24-6-402(4)(a) for the purpose of discussing matters related to the acquisition of real property and pursuant to C.R.S. Sec. 24-6-402(4)(e) to develop strategy for negotiations and to instruct negotiators relating to possible acquisition of real property for municipal services, and upon conclusion of the Executive Session that Council be adjourned.

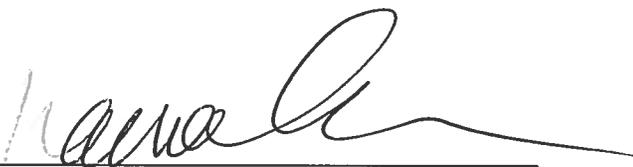
The following votes were recorded:

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

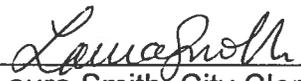
Vote on the Executive Session: 6 ayes. 0 nays. The motion carried.

The Executive Session began at 7:59 p.m.

The meeting adjourned at 9:00 p.m.



Laura Christman, Mayor



Laura Smith, City Clerk

