

**THE TOWN OF MOUNTAIN VIEW  
TOWN COUNCIL MEETING MINUTES  
SEPTEMBER 10, 2018**

**PRESENT:** Mayor Glenn Levy; Councilmembers: Emilie Mitcham, Mayor Pro Tem; Kathleen Bailey; Mladenka "Mia" Boehrer; Leola Boone; Adam Ellsworth; Jon Richardson.

**STAFF MEMBERS**

**PRESENT:** Pat Wilson, Town Attorney; Evin King, Town Attorney; Beverly Seidel, Court Clerk; John Pughes, Public Works Director; Mark Toth, Chief of Police; and Sarah Albright, Town Clerk/Treasurer who recorded the meeting. Minutes are not verbatim.

**MEETING TIME:** 6:30 PM

**LOCATION:** Town Hall

**THE TOWN OF MOUNTAIN VIEW TOWN COUNCIL CALLED THE REGULAR MEETING OF THE TOWN OF MOUNTAINVIEW TO ORDER**

Mayor Levy called the meeting to order and roll call taken with members that were present.

**CONSENT AGENDA**

Levy introduced the agenda item.

The Consent Agenda included the Summary Account Information & Accounts Payable for August 2018 update and the August 13, 2018, Council Meeting Minutes.

Councilmember Mitcham motioned, and Councilmember Bailey seconded. All aye. The motion passed.

**UNSCHEDULED PUBLIC COMMENTS-COMMENTS ARE LIMITED TO 3 MINUTES**

Levy introduced the agenda item.

Janet Lopez, Mountain View resident, gave an update regarding the GOCO application and the Jeffco Open Space which is due October 1, 2018. The grant opportunity would upgrade the playground equipment up to 75 percent. Mountain View has never applied before. Items that are needed would be provided with the application would be dollars earmarked for the 25 percent match. We would be notified in December if the grant is approved for the 2019 budget year.

Jon Richardson, Councilmember, gave his resignation at this time. He stated he will miss everyone. He specifically noted his thanks to Mayor Levy and Clerk Albright. He appreciated the opportunity given to him as a member of the Town Council and will miss the Town of Mountain View. He left the council meeting at this time. (6:40 PM)

#### **PUBLIC COMMENTS REGARDING CURRENT AGENDA ITEMS**

Levy introduced the agenda item.

There were no comments.

Councilmember Boone entered the meeting at this time. (6:43 PM)

#### **PUBLIC HEARING FOR SITE APPLICATION APPROVAL LOCATED AT 4395 SHERIDAN BOULEVARD, FOR THE PURPOSE OF TAKING PUBLIC COMMENT ON A REQUEST TO ALLOW A 1,600 SQUARE FOOT, ONE-STORY VERIZON WIRELESS STORE ON PROPERTY ZONED COMMERCIAL (C-1) IN ACCORDANCE WITH THE TOWN OF MOUNTAIN VIEW MUNICIPAL**

Levy introduced the agenda item.

Councilmember Mitcham motioned to move into the Public Hearing and Councilmember Bailey seconded. All Aye. The motion passed.

Mike Pesicka, SAFEBuilt Studio, had handouts of the power point presentation. He reviewed the site application and location with all. He noted the access on Sheridan with a curb cut on Ames. It is retail zoned and allowed by right in C-1, Commercial. The lot meets the minimum requirement. He noted the landscape plan, and the parking, with trash behind the building to screen from the 44<sup>th</sup> location. Setbacks are met. The requirements were met for posting and notification and referred to approximately eight agencies. Staff recommends approval of the Site Approval application with the conditions listed in the staff report. The conditions to meet include receiving a revised access permit, a building permit, and a sign permit, a cost reimbursement agreement to pay all costs before recording the approval, a performance guarantee submitted to the town per the code requirement regarding the landscaping, and if any technical corrections to be done before recording.

Councilmember Boehrer motioned to approve the Site Application Approval with the existing conditions and Councilmember Ellsworth seconded. All aye. The motion passed.

Councilmember Ellsworth motioned to move from the Public Hearing and move to the regular meeting and Councilmember Boone seconded. All aye. The motion passed.



## **STAFF UPDATES/REPORTS**

Levy introduced the agenda item.

Chief Toth distributed his report at the meeting and gave a brief update. He also wanted to recommend the police/municipal court admin assistant position to full time. He spoke to current staff needs and has been trying to hire an officer for the replacement of Officer Green. He could possibly lose another two officers and has one possible hire, he will need three more, noting they are at 8 and should be at 12.

John Pughes stated the report has most of the information in the Public Works Committee. He noted the 25 percent portion could be as high as \$8,000 if the grant is approved at 75 percent. It is just the structure at this point. He had a company take the plans this morning and will have an amount to him within a few weeks. Material options to replace the chips in playgrounds will be determined. Specifications for playgrounds have changed since that was installed and will need to be considered.

Patrick Wilson updated regarding the 4125 Depew property. The property was sold. The court date for abatement has been set for October 17, 2018. Hope is the new owner will take care of it. He said the building official is not qualified for structural determination and the firm is looking into retaining someone to determine the cost of that.

Levy stated there was a property subject to code violation on the west side of Fenton Street. Wheat Ridge claimed it is in the Town of Mountain View's right-of-way and led him to believe it belongs to the Town of Mountain View.

Pughes noted that records found indicated that 41<sup>st</sup> and Fenton was deeded to Mountain View when it was founded. He has not found anything that would dispute that, meaning the town's boundaries go to the far edge of those streets.

Levy asked the attorney what needs to be done to clarify the boundaries. Wilson stated we need to get surveyor to complete the work when plans are made for the future. There was a handwritten map. If a surveyor can look at those documents, it may make sense to get it done. Wheat Ridge is trying to identify the Metes and Bounds.

Toth stated it was looked at in the past, maybe seven years or so ago, but the legal firm may have some information.

Wilson said that we may need an agreement to note who is responsible for code enforcement, patrolling, etc.

Pughes noted a resident sent him an email regarding the trees.

Dodie Dosh, resident, stated she thought it was a CDBG grant to trim trees in the neighborhood, and it was one-time only and not the responsibility of the town.

**BREAK IN SESSION – 10 MINUTES**

**7:30 PM**

**BACK IN SESSION**

**7:40 PM**

**SALARY STUDY PRESENTATION**

Levy introduced the agenda item.

Lorraine Trotter, Town Accountant, presented the results of the 2019 Salary Plan. She explained the process which included reviewing the job types such as office support, public works group, and the public safety with a command group and operations group. She had slight title change recommendations which is throughout the report. Positions were well classified, and she had a good understanding from the job descriptions. She used similar sized towns for comparison. CML 2018 Advanced Comparison Compensation report was used and it was recommended tying the salary plan to the market. The survey data was from 2018 so she used three percent for 2019. She found enough matches to consider a benchmark. She noted the positions were comparable and some were well below the midpoint. Job classes should be individually reassigned to their proper salary ranges. She noted not all positions are straight across the board or should be granted because they significantly impair external competitiveness and reduce merit increase opportunities for deserving employees. It was recommended to adopt the salary rate policy and determine, as a council, where they wish to be in the market. Generally, market studies could be done every two years. The recommendations were bringing salaries of employees whose current salary is below the Minimum of their new salary range to that Minimum, in-range adjustments may be necessary for some positions to alleviate in-range compression for employees with significant job experience and/or longevity, to achieve internal equity, and communicate salary plan to employees by holding a meeting with all employees to explain the updated salary plan, policies, procedures, and implementation schedule.

Everyone thanked her for her the professional manner in which she presented the documentation. Her time was appreciated.

Trotter also recommended annual and/or semi-annual performance appraisals and with that either review employees on their anniversary date or all employees should be reviewed the same time every year to be consistent. The organizational chart shows who is in charge and the charter notes the mayor is in charge.



**ORDINANCE NO. 2018-08-13, AN ORDINANCE AMENDING ARTICLE 6 WITHIN CHAPTER 13 OF THE MOUNTAIN VIEW CODE TO ALLOW THE WASTEWATER ACTIVITY ENTERPRISE TO REGULATE STORMWATER ACTIVITY IN ADDITION TO WASTEWATER ACTIVITY**

Levy introduced the agenda item.

Councilmember Mitcham made the motion and Councilmember Bailey seconded. All Aye. The motion passed.

**ORDINANCE NO. 2018-09-10, AN ORDINANCE ADOPTING BY REFERENCE THE 2015 INTERNATIONAL BUILDING CODE AND AMENDING SECTION 18-6-10 OF THE MOUNTAIN VIEW MUNICIPAL CODE ACCORDINGLY – TOWN BUILDING OFFICIAL**

Levy introduced the agenda item.

Dan Wester, Town Building Official, gave an update as to the reasons to move forward with the building code updates from 2009 to 2015. The 2009 updates were adopted October 2013. Most surrounding municipalities are at 2015. The big change would be the energy code, the use of energy, to track it and it's more expensive upfront but pays in the long run. By adopting the 2015 it would be costly to the consumer and he noted the commercial code had some changes. He stated he would be happy to review the current code and bring back to council with recommendations either to stay with 2009 or move to the 2015 code.

Councilmember Bailey made the motion to table to November 14, 2018, meeting and Councilmember seconded. All Aye. The motion passed.

**RESOLUTION NO. 2018-09-10A, A RESOLUTION AUTHORIZING THE WATER POLLUTION CONTROL REVOLVING FUND DESIGN AND ENGINEERING LOAN AGREEMENT BETWEEN COLORADO WATER RESOURCES AND POWER DEVELOPMENT AUTHORITY AND THE TOWN OF MOUNTAIN VIEW, COLORADO, ACTING BY AND THROUGH ITS WASTEWATER AND STORMWATER ACTIVITY ENTERPRISE**

Levy introduced the agenda item.

Evin King stated this is to allow the engineering portion to sign for the loan. They have a letter to file upon the approval of the resolution.

Wilson said he spoke to the Authority and as soon as the letter is done they can decide on a closing date.

Councilmember Ellsworth made the motion and Councilmember Bailey seconded. All Aye. The motion passed.

**RESOLUTION NO. 2018-09-10B, A RESOLUTION APPROVING THE WEBSITE DESIGN PROVIDER AS RECOMMENDED AND AUTHORIZING THE MAYOR TO SIGN CONTRACT UPON ATTORNEY REVIEW**

Levy introduced the agenda item. He mentioned there were five proposals that were reviewed and the best he thought was CivicLive.

Councilmember Bailey made the motion to approve CivicLive and Councilmember Boehrer seconded. All Aye. The motion passed.

**RESOLUTION NO. 2018-09-10C, A RESOLUTION ADOPTING THE TOWN OF MOUNTAIN VIEW'S SOCIAL MEDIA POLICY AND DIGITAL PLATFORM POLICY**

Levy introduced the agenda item.

Councilmember Bailey made the motion and Councilmember Boehrer seconded. All Aye. The motion passed.

**COMMITTEE UPDATES/REPORTS**

Levy introduced the agenda item.

**Community Development and Outreach Committee** – The report is in the packet. Mitcham asked they look at Civic Center.

**Finance Committee** – The report is in the packet.

**Public Works Committee** – The report is in the packet.

**Admin Committee** – No report in the packet. Everything is ready for the Movie Night in the Park.

**Public Safety Committee** – No report in the packet.

**Economic Development** – The report was a table setting. No RFP's were submitted and will need to go back to the table to determine how to move forward.

**MAYOR'S REPORT**

Levy introduced the agenda item.

Coffee and Conversation with the Mayor will be Saturday, September 29, 2018, from 1-3 PM at Mountain View Town Hall.

**COUNCILMEMBERS' UPDATES/REPORTS**

Levy introduced the agenda item.

There were no new updates.

**MEETING TO ADJOURN**

Councilmember Ellsworth moved to adjourn the meeting and Councilmember Bailey seconded. All Aye.  
The regular meeting adjourned at 9:11 PM.

**ATTEST:**

**TOWN OF MOUNTAIN VIEW COUNCIL**

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Sarah A. Albright, CMC  
Town Clerk/Treasurer

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Glenn Levy  
Mayor