



**MINUTES**  
**LOVELAND CITY COUNCIL SPECIAL MEETING**  
**Tuesday, November 27, 2018 Council Chambers 6:00 PM**

**COUNCIL PRESENT:**

Marsh, Overcash, Johnson, Clark, Olson, Wright, Fogle

**COUNCIL ABSENT:**

Jersvig, Ball

**SPECIAL MEETING**

**1. INTRODUCTION**

**1.1. CALL TO ORDER**

**1.2. ROLL CALL**

**2. AGENDA**

**2.1 ECONOMIC DEVELOPMENT**

**DISCUSSION REGARDING A PROPOSED ECONOMIC INCENTIVE REQUEST WITH  
POSSIBLE EXECUTIVE SESSION**

This item is to discuss confidential business information regarding a proposed incentive request, and provide staff with direction on negotiations.

Moved by Councilor Johnson, seconded by Councilor Olson

*A Motion To Recess Into Executive Session For The Purpose Of Discussing Confidential Business Information And To Provide Staff Direction On Negotiations Pursuant To The Colorado Revised Statutes And City Of Loveland Charter*

CARRIED UNANIMOUSLY 7-0.

**3. ADJOURN TO STUDY SESSION**

**4. STUDY SESSION**

**4.1. COMMUNITY PARTNERSHIP OFFICE**

**DEVELOPMENT OF A HOMELESS STRATEGIC PLAN FOR THE CITY OF LOVELAND**

The University of Denver Burnes Center on Poverty and Homelessness at the Graduate School of Social Work was hired to complete a Homeless Strategic Plan for the City of Loveland. The mission of the Burnes Center is to educate and partner with policy makers, practitioners and the public on issues of poverty, housing and homelessness to transform the lives of people who are homeless or at-risk of becoming homeless.

The Homeless Strategic Plan process will include compiling national best practice information, collecting and analyzing data about Loveland's current service system, defining strategies for addressing homelessness that will increase efficiencies in the current provider systems, scaling existing systems that are working, and identifying new strategies and programs that could be developed in Loveland. Included will be an action plan that is scalable and will address the full range of issues associated with local and regional homelessness. The informational presentation and discussion focused on the development and overview of the plan, including milestones and expected timeline.

Gary Sanford, project lead, addressed Council and noted the various phases of the process:

Phase 1 – Systems-level evaluation of current efforts

Phase 2 – Develop an actionable management plan

Phase 3 – Develop a strategic implementation plan

Anticipated results include community ownership of the plan, goals and outcomes that guide the efforts, reduce duplication of services, service providers view plan as a road map for the future and persons experiencing homelessness are better served and homeless households are reduced in the community.

*Information Only*

## **4.2. FINANCE**

### **CITIZENS' FINANCE ADVISORY COMMISSION MISSION STATEMENT DISCUSSION**

Theresa Wilson, Budget Manager, presented the agenda item noting the Citizens' Finance Advisory Commission (CFAC) has had multiple discussions regarding its mission statement for over a year now. The CFAC would like to propose a revised mission statement for City Council's review and consideration. The purpose of the study session item is to present a draft of a revised CFAC mission statement along with proposed duties to City Council. This draft can be further revised based upon feedback from City Council and a resolution to revise the CFAC mission statement will be brought forward for City Council action at the December 4, 2018 City Council meeting of this item, the objective or what goals will be accomplished, and the impact that this item may have.

Ms. Wilson reviewed the Governmental Finance Officers Association (GFOA) Best Practice for an Audit Committee which is to help ensure:

- Management develops and adheres to internal controls
- Procedures are in place to objectively assess management's practices
- Independent auditors objectively assess the government's financial reporting practices

If CFAC members were to serve as the audit committee, membership requirements may need to be revised as those individuals would need to have a strong finance background and generally accepted accounting principles. Council discussed who would be on the audit committee to which staff reported

that it would possibly be a selection of members from CFAC. It was noted that three individuals from CFAC have volunteered to be on the audit committee.

Ms. Wilson recommended that the next step to be bring back the revised CFAC mission statement for council approval and then staff and external auditors would provide the framework for the audit committee.

*Information Only*

#### **4.3. LOVELAND POLICE DEPARTMENT ON STREET PARKING**

This item has been brought forward to bring more information regarding the multiple ordinances that address residential parking concerns in the City of Loveland. The staff presentation included an example of a typical police response to parking complaints and was available to answer questions from Council to facilitate a discussion regarding on-street parking.

Officer Nathan Schadewald provided a power point presentation which included:

- Explanation of unattached trailer code
- Current process for addressing trailers
- Review of code addressing RV's and attached campers
- Other parking laws and codes
- Road width and parking restrictions
- Police department viewpoint

*Information Only*

#### **4.4. CITY ATTORNEY'S OFFICE REVIEW OF THE AMENDED AND RESTATED RULES OF PROCEDURE FOR THE CITY COUNCIL OF THE CITY OF LOVELAND, COLORADO (THE "RULES OF PROCEDURE") AND AGENDA DOCUMENT**

City Council directed the City Attorney's Office to explore modification to the Rules of Procedure to more efficiently operate City Council Meetings and accurately reflect the areas and extent of public participation in such meetings. Some City Council members have also seen an opportunity for clarification in the Agenda document that will provide better communication regarding the public's role at each section of the agenda document. The objective is to offer City Council proposed changes to the Rules of Procedure and agenda document to more efficiently operate City Council meetings and accurately reflect the areas and extent of public participation at such meetings, and obtain direction on such changes.

Staff noted that they are seeking direction from City Council regarding: (1) City Council's preferred rules of procedure; and (2) the agenda document to efficiently operate City Council meetings and accurately reflect the areas and extent of public participation at such meetings.

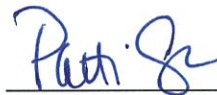
Moses Garcia, City Attorney, reviewed the guiding documents which would be used for the discussion: State law, City Charter, Resolution #R-125-2017 (Amended and Restated Rules of Procedure for the City Council) and Robert's Rules of Order. Mr. Garcia reviewed where council

is today, council's interaction with each other, managing public comment/testimony, options to help move non-controversial agenda items and when presentation materials will be accepted at a meeting.

*Information Only*

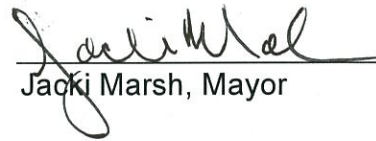
**5. ADJOURN**

Respectfully Submitted,



---

Patti Garcia, City Clerk



---

Jacki Marsh, Mayor